

JOB APPLICATION FORM



Please return this form by email **which is our preferred option** or alternatively by post.

To return by email:

Please complete this form using only *Adobe Reader®* or *Acrobat®* software.

Other PDF readers (e.g. Preview for Mac) may not save all your information correctly. Please use Adobe Reader® which is available free to download for PC and Mac from <http://get.adobe.com/reader>

Save this PDF on to your computer. Fill in the text fields and tick boxes. Attach the completed PDF to an email and send it to: recruitment@goldstarheathrow.com

To return by post:

Please print out the form, complete it in BLOCK CAPITALS and **black ink** and post it to:

Recruitment, Goldstar Heathrow Ltd, Colndale Road, Colnbrook, Berkshire SL3 0HQ

Please provide us with as much information as possible.

JOB DETAILS

Position you are applying for:

Hours of work required: Flexible Full Time Part Time Other (please state)

Days Nights Mon – Fri 4 on 4 off

THE VACANCY

How did you hear about the vacancy? *(response to advert, employment agency, recommended by friend, any other)*

.....

PERSONAL DETAILS

Title: Mr Mrs Miss Ms

Surname:

First names:

Present address:

.....

.....

Postcode:

Home tel no:

Mobile tel no:

Email:

Date of Birth:

National Insurance Number:

--	--	--	--	--	--	--	--	--

Nationality:

Are you legally authorised to work in this country?
(Proof will be required prior to employment)

YES NO

Do you require a work permit?
(If YES, please state expiry date)

YES NO

expiry date:

Marital status

CONVICTIONS

Do you have any criminal convictions?

YES* NO

*If YES, please give details:

--

(continue on page 7 if necessary)

Do you have any criminal convictions, which are not treated as spent under the Rehabilitation of Offenders Act 1974?

YES** NO

**If YES, please supply details of your unspent conviction:

--

Sign to confirm Or if returning by email - write your name & tick the box below to confirm

(continue on page 7 if necessary)

I am submitting this form by email. Your name I confirm the unspent convictions above.

CRIMINAL RECORD CHECK

Do you give Goldstar Heathrow Ltd the authority to carry out a Criminal Record Check? YES NO

(If you already have a current CRB (within the past 5 years) please provide the certificate at interview)

EMPLOYMENT REFERENCES

THESE **MUST** COVER YOUR EMPLOYMENT FOR THE **LAST 5 YEARS**

(1) CURRENT EMPLOYER

Name of Contact & Job Role				
Company Name				
Company Address				
Postcode				
Email Address for Contact				
Telephone No. for Contact				
Your Position in the Company				
Period of Employment	Date started	/ /	Date finished	/ /
Duties				
Reason for leaving				

2) PREVIOUS EMPLOYER

Name of Contact & Job Role				
Company Name				
Company Address				
Postcode				
Email Address for Contact				
Telephone No. for Contact				
Your Position in the Company				
Period of Employment	Date started	/ /	Date finished	/ /
Duties				
Reason for leaving				

3) PREVIOUS EMPLOYER

Name of Contact & Job Role				
Company Name				
Company Address				
Postcode				
Telephone No. for Contact				
Email Address for Contact				
Your Position in the Company				
Period of Employment	Date started	/ /	Date finished	/ /
Duties				
Reason for leaving				

You must provide information covering your checkable employment history for 5 years.
If necessary please provide more information on a page 7.

EDUCATION

School / college	DATE	QUALIFICATIONS	GRADES

TRAINING DETAILS

Level D Training YES NO

Digital Tacho YES NO

ADR Trained YES NO

CPC Training* YES NO

(*If yes, how many completed hours?)

Fork Lift Trained YES NO

First Aid* YES NO

* Please give further details if answered YES:

(continue on page 7 if necessary)

Please give details of other relevant training experience or qualifications you have:

(continue on page 7 if necessary)

DRIVER'S LICENSE

(If applying for a Driving position)

What class of license do you hold? Class 1 Class 2 Class 3

Do you have a clean driving license? YES NO **

Have you had any accidents within the last 3 years? YES ** NO

** Please provide further details:

(continue on page 7 if necessary)

PLEASE NOTE

You will be asked to show copies of your Driving License, Qualifications, Training Certificates and Digi Card at the interview stage.

HEALTH QUESTIONNAIRE

This information is important because if there have been any matters relating to your health which may affect your ability to perform your duties with us (or which may have implications for your own or others' safety), we will need to discuss these issues with you. Any previous conditions will not, on their own, prevent us from offering employment to you unless that condition cannot be accommodated or unless it would jeopardise your own or others' health and safety.

Do you have, or have you ever had, any of the following conditions?

Blood Disorders, e.g. Anaemia, Hepatitis/HIV	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Diseases such as Typhoid, Cholera, reoccurring diarrhoea	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Chest problems including asthma, bronchitis or a frequent cough	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Cancer	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Diabetes	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Ear or hearing problems	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Fits, blackouts, repeated fainting or Epilepsy	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Heart, blood vessel problems or high blood pressure	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Any muscle weakness including hernias, arthritis and bone weakness	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Kidney or urinary problems	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Mental illness including anxiety and depression	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Any previous neck or back problems	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Problems with alcohol consumption or drug dependency	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Eye problems including colour blindness	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Serious skin complaints or allergies (including Dermatitis, allergies to drugs/substances and Hayfever)	YES <input type="checkbox"/>	NO <input type="checkbox"/>
A stress related illness	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Any current medical treatment or investigations	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Any time off sick in the last year	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Stomach or intestinal disorders	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Migraines or Frequent Headaches	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Dyslexia or Dyspraxia	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Any condition which causes sleep disorders	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Any re-occurring injuries/illness that we should be aware of	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever been refused employment or dismissed on medical grounds?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you have a registered disability?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you within the past three years, attended an out-patients clinic or had a course of treatments lasting one month or more?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Do you smoke?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are you currently on any medication that would put yourself or others at risk when completing your job.	YES <input type="checkbox"/>	NO <input type="checkbox"/>

If you have answered YES to any of the medical conditions above, please give full details below, including dates:

(continue on page 7 if necessary)

DECLARATION

I have included additional information on page 7 YES NO

I understand that it is an offence under the Aviation & Maritime Security Act 1990 to give false information regarding my application for employment with *Goldstar Heathrow Ltd.*

I have carefully read through the above and any additional information I've given on page 7.

I declare that the information that I have supplied is complete and accurate.

I accept that any misrepresentation of the facts is a ground for refusal of employment or disciplinary proceedings (and, in appropriate cases, criminal charges);

I authorise for approaches to be made to former employers, educational establishments, government agencies and personal referees for verification of the information provided.

Please print your name, sign and date below to confirm acceptance of the above declaration.

Signature: Print Name: Date:

If returning by email – print your name and date above and then complete the *Returning by email* confirmation below

Returning by email:

Please tick the box, write your name and date to confirm your declaration

I am submitting this form by email and I confirm my acceptance of the above declaration.

Your name: Date:

Attach the completed PDF to an email and send to recruitment@goldstarheathrow.com

Returning by post:

Please sign and date this form

Signature: Print Name: Date:

Post to: Recruitment, Goldstar Heathrow Ltd, Colndale Road, Colnbrook, Berkshire SL3 0HQ

Goldstar Heathrow Ltd Colndale Road, Colnbrook, Berkshire SL3 0HQ
tel: 01784 422 100 / fax: 01784 422 200 / email: info@goldstarheathrow.com / www.goldstarheathrow.com

All our work is carried out to FTA conditions of carriage
Registered in England No: 3535726 Registered Office as above
VAT No: 795216503



Additional information in support of your job application:

PRINT NAME: