

APPLICATION FORM

Oaklands Farm Eggs Ltd / J A & O Griffiths & Sons
is committed to equality of opportunity in employment

**Please return this form to Oaklands Farm Eggs Ltd. The Oaklands, Edstaston, Wem,
Shropshire SY4 5RF**

This Application Form may be photocopied. Please use black ink or type if possible.

Post applied for:	Department:	Full Time	Part Time	Weekend	Student

Please Tick

PERSONAL DETAILS

Surname:	Forename(s):
Preferred Title: Mr / Mrs / Miss / Ms <i>(delete)</i>	Date of Birth:
Address:	
Postcode:	Email:
Telephone Number:	Mobile Number:

EQUAL OPPORTUNITIES

Please tick appropriate boxes. This information is for monitoring purposes only. It will be treated in the strictest confidence and will not be used in the selection decision or to assess suitability for the job.

Gender (Tick box)	Male		Female	
--------------------------	------	--	--------	--

Ethnic Origin		Tick		Tick		Tick	Please specify
White	British		Irish		Other White background		
Mixed	White & Black Caribbean		White & Asian		Other Mixed background		
	White & Black African						
Asian or Asian British	Indian		Pakistani		Other Asian background		
	Bangladeshi						
Black or Black British	Caribbean		African		Other Black background		
Chinese or other ethnic	Chinese					Other ethnic group	

Asylum and Immigration You will be required, if offered employment, to provide evidence of your entitlement to work in the UK.
--

PRESENT OR LAST EMPLOYER

Name and Address of employer: Postcode: Type of business:	Post held/nature of duties:	
	Date appointed:	Date left:
	Pay Rate:	/hr /annum
	Allowances:	
	Reason for leaving:	
	Period of notice:	

PREVIOUS EMPLOYMENT (within last 10 years)

Current CV may be attached

Employer	Post held/nature of duties	Dates		Reason for leaving
		From	To	

EDUCATION

Schools/Colleges	Dates attended	Examinations taken/ to be taken	Result

If short-listed you may be asked to provide proof of qualifications.

ADDITIONAL INFORMATION / OTHER SKILLS

You are invited to give here any information relevant to the application, including the nature of your present duties, training received, special interests, current studies etc.

REFERENCES

Please give the names of two referees. One should be your present or latest employer. Referees are not normally approached prior to interview. Do you wish to be notified before we approach your referees? YES/NO* (delete)

Name:	Name:
Occupation:	Occupation:
Address:	Address:
.....
.....
Tel: No.	Tel: No.

Please state if you may be known by a different name eg maiden name.

Have you previously worked for J A & O Griffiths & Sons/ Oakland Farm Eggs Ltd / G J & E Griffiths?	Yes		No	
Do you have any connection with poultry? (this includes all varieties)	Yes		No	
Do you have a current driving licence? (If you are applying for driver's job please attach copy of driving licence)	Yes		No	
How do you intend to travel to work?				

Disclosure

Criminal records will be taken into account for recruitment purposes if the conviction is relevant to the post applied for. Failure to disclose such convictions could result in disciplinary action or dismissal.

Have you any previous convictions? Yes No

If yes, please give details of the offence(s), including the date and sentence:

.....
NB: It is not normally necessary to give details of any spent convictions.

The processing of your application may involve us in holding sensitive personal information about you, such as your ethnic or racial origin for equal opportunities or your physical or mental health. In order to comply with the Data Protection Act we need your specific consent to do this. To signify your consent please tick the appropriate box.	Consent given	
	Consent withheld	

Do you wish us to retain your information for future consideration in the event of a further vacancy?

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
--------------------------	-----	--------------------------	----

DECLARATION

I declare that all the information I have provided is true. In the event that I have provided false information I understand that if appointed I may be liable to disciplinary action including dismissal.

SIGNED **DATE**.....

For Office use only

Acknowledged			Shortlisted	YES/NO
Interview	Date	Time	Ref Requested	Ref Received