



FTX LOGISTICS LTD SPONSORED RESERVIST HET OPERATOR/MAINTAINER VACANCY APPLICATION FORM

Data Protection Statement under the Data Protection Act 1998

The information provided by you in connection with your application for this vacancy will be treated as confidential by FTX Logistics Ltd, Human Resources Section. Your application form may be copied for use during the recruitment process.

Information given by you in **Section 1 Personal Details** will be retained by the Personnel Representative and used by them in the event that you need to be contacted during the recruitment process.

Information given by you in **Section 2 Equal Opportunities Monitoring** will be dealt with separately from the rest of your application. The Equal Opportunities Monitoring information will be retained by the Personnel Representative and also put onto a computer database. The information we record will be anonymous and held on the database for 1 year so that year-on-year comparisons can be made. This will help support any decision to change policies or procedures to ensure that equality of opportunity and treatment is maintained. The information will be deleted from the database after 1 year.

Sections 3 to 7 of the application form will be given to the recruiting officer(s) to enable your skills and abilities to be assessed against those required for the job. Once the recruitment process is completed, your application form will be stored for six months for monitoring and feedback purposes. If following an interview, you are the successful applicant, relevant information will be taken from your application form, entered on to an employee database and it will also be used as part of your personal record.

BEFORE YOU COMPLETE YOUR APPLICATION FORM, PLEASE INDICATE WHETHER YOU AGREE TO THE FTX LOGISTICS LTD USING YOUR PERSONAL INFORMATION FOR THE PURPOSES STATED ABOVE.

If you indicate that you do not agree to the use of your personal information for all the purposes identified in the Data Protection Statement, only personal information essential to the recruitment process will be used, as stated above. (Choose just one of the following by putting an X in the box and add your name and signature in the spaces below.)

1. I AGREE

OR

2. I DO NOT AGREE

to the use of all my personal information for the purposes identified in the Data Protection Statement.

Name:	Signature:	Date:
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Application for the post of:

INFORMATION FOR APPLICANTS

Applicants are assessed for suitability for interview on the basis of the information given by them on the application form, please do not attach a CV. You should complete this form accurately and thoroughly. If you need help to complete the application form, please contact Training and Recruitment Manager.

Please note that there are 7 sections to the application form which need to be completed.

Your completed application form should be returned to: **Training & Recruitment Manager, FTX Logistics Ltd, Wing House, Marlborough Road, Bulford, Salisbury, Wiltshire, SP4 9LZ.**

1. PERSONAL DETAILS (BLOCK LETTERS)

Surname/Family Name:			
First Given Name(s):			
Preferred Title: <i>(Mr/Mrs/Ms/Miss/Other e.g. Dr)</i>			
Address: <i>(if this is a temporary address, please also give your usual address)</i>			
Post Code:			
Telephone Number:	May we contact you at home?		
	YES		NO
Business Telephone Number:	May we contact you at work?		
	YES		NO
Mobile Telephone Number:	May we contact you via your Mobile?		
	YES		NO
Email address:	May we contact you via email?		
	YES		NO
Place of Birth:	Date of Birth:		
Nationality:	Martial Status:		
Weight (in kilograms)	Office use only BMI:		
Height (in metres)			

2. EQUAL OPPORTUNITIES MONITORING FORM

Confidential Information

FTX Logistics Ltd operates a policy of Equal Opportunities and monitors how its personnel practices and procedures affect different groups. To assist in the monitoring process, please provide the following information. It will be used for the purposes of helping to identify any changes required to procedures and practices and will also help to ensure that FTX Logistics Ltd offers job applicants equality of opportunity and treatment.

Ethnic Origin (NB: ethnic origin is not a matter of nationality, right of abode in the United Kingdom, or the place of birth) FTX Logistics Ltd as an employer has a legal duty to promote race equality and to monitor, by their ethnic groups, all applicants for jobs.

How would you describe your cultural or ethnic origin? (Please tick one box)
(Categories as defined by the Commission for Racial Equality/Census 2001).

White

British	
Irish	
Other white	

Mixed

White and Black Caribbean	
White and Black African	
White and Asian	
Other mixed	

Asian or Asian British

Indian	
Pakistani	
Bangladeshi	
Other Asian	

Black or Black British

Black Caribbean	
Black African	
Other Black	

Chinese or Other ethnic group

Chinese	
Other ethnic group	

Gender: (tick one box)

Male

Female

Marital Status: (tick one box)

Single		Married		Other	
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Disability (applicants with disabilities will be invited for interview if the essential criteria are met)

The Disability Discrimination Act 1995 defines a person as having a disability if he/she has a physical or mental impairment which has a substantial and long term adverse effect on his/her ability to carry out normal day to day activities. If you have a disability and can offer the skills and experience we consider essential for the job, we will guarantee you an interview.

Do you consider yourself to have a disability as defined above? (tick one box)

Yes		No	
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If you have any special requirements to assist you with an interview, please detail them and we will make the necessary arrangements.

Advertisement:

Please state where you saw the advertisement for this post by completing the appropriate box below?

De-mob Job		Driver Hire:	
Vehicle Advert Boards		Internet Web Site:	
Sandwich Bag		FTX Employee's Name:	
Truckfest		Other – Please state	

3. EMPLOYMENT HISTORY

PRESENT EMPLOYMENT (OR MOST RECENT EMPLOYMENT, IF CURRENTLY UNEMPLOYED)
(FTX Logistics will contact your current employer if you are offered a position)

Job Title:			
Employer's name:			
Employer's address:			
Present salary or wage:		Grade of job: (if known)	
Other benefits:			
Period of Notice required:			
Date appointed:		Date employment ended	
Reason for leaving (if applicable):			
Brief description of duties and responsibilities:			

4. PREVIOUS EMPLOYMENT

Please give details of all other positions held since completing full-time education or during the last 5 years whichever is the latest. **Start with the most recent and work back.** If there have been any gaps in your employment history during the last 5 years, please give dates and a brief explanation.

Starting & Leaving Dates		Name of Employer	Job Title & Brief Description of Duties	Reason for Leaving & Salary/Grade
From:	To:			
From:	To:			
From:	To:			
From:	To:			
From:	To:			

5. INFORMATION IN SUPPORT OF YOUR APPLICATION

Please explain how you meet the job requirements. You may draw on your knowledge, skills, abilities, experiences gained from paid work, unpaid work, education and training. Tell us how you meet the selection criteria for this job, giving examples where possible.

DRIVING EXPERIENCE			
Types of Vehicle/Work	Years/Months	With which Companies/Agencies	Date
Tachographs – Analogue			
Tachographs – Digital			
HIAB			
ADR			
Rope and Sheeting			
Curtainsider			
Euro/Tilt Trailer			
Draw Bar			
Articulated			
Multi Drop			
Fridges			
Abnormal Loads			
Trunking			
Multi-Axle			
7.5 Tonne			
International			
Tippers			
De-mounts			
Tail Lift			
Containers			
Cement Mixers			
Box Bodies			
Low loader			
Tankers			
Skips			
Moffats – Rear fitted forklift			
Winches			
Other			

Driving Experience and Qualifications

Please attached photocopies of all licenses held.

Licence Held: **A** **B** **C** **C+E** **D** **D + E**

Date of Tests:

Experience:
(In years)

Restrictions: **Endorsements:**

How many years C+E Articulated Vehicle experience do you have

Has your licence ever been withdrawn: **Yes** **No**

If YES provide Details:

Advanced Test(s) taken: **IAM** **RoSPA** **Diamond**

Do you have any holidays booked **Yes** **No**

Have you ever been dismissed by an employer **Yes** **No**

Have you been involved in any blameworthy accidents in the last 5 years **Yes** **No**

If YES provide Details:

You will be required to pass a Military Medical before being accepted as a Sponsored Reservist.

Do you know of any reason why you would not pass a medical **Yes** **No**

Are you using any medication on a long term basis **Yes** **No**

Do you use an inhaler of any type **Yes** **No**

Are you receipt of a disability (war) pension for any previous injury suffered **Yes** **No**

How many days work have you missed in the last 3 years on medical grounds **Days**

If YES provide Details:

Do you own a vehicle that you have access to 7 days a week **Yes** **No**

Serving or Retired Military Personnel only need complete this section.

Service Number:

Rank:

Service Dates:

Arm/Trade:

Commanding Officer:

Final Unit Address

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6. EDUCATION

Further and Higher Education, Secondary Education, Technical or Professional Qualification/Membership (including membership of professional bodies) and any Driver CPC modules.

Qualification	Subject	Grade
Date	Driver CPC Module	

Relevant training and/or personal development (in the last 5 years) - state who provided the training, duration and dates (Examples could include short courses, skills training, external awards/activities etc.)

Dates	Brief description of training and/or personal development

7. OTHER INFORMATION

References

Give names, designations and addresses of TWO persons, to whom reference may be made. One should be your present or most recent employer. If you have been unemployed for at least 2 years, give the names, designations and addresses of two people who have known you for at least 2 years. It is the policy of FTX Logistics Ltd to seek references only once a provisional offer of employment has been made and accepted.

<p>Referee 1</p> <p>Name:</p> <p>Relationship:</p>	<p>Address:</p>
<p>Referee 2</p> <p>Name:</p> <p>Relationship:</p>	<p>Address:</p>

May we contact your referees if we make a provisional offer of employment to you?

Referee 1 (tick one box) Yes No

Referee 2 (tick one box) Yes No

Disclosure of Criminal Convictions

Please give details of criminal convictions below. Unless stated otherwise, you do not need to declare convictions which are 'spent', as defined by the Rehabilitation of Offenders Act 1974 and subsequent regulations.

Details of criminal convictions: (Please state **NONE** if appropriate)

Driving

You must give details of any penalties on your licence or convictions pending in Section 5 of this application form.

Sponsored Reservist

As a condition of employment with FTX logistics Ltd, you are required to become and remain a Sponsored Reservists for the duration of your employment.

Interview

If you are selected for an interview as a part of the interview process you will be required to complete the following assessments:

Driving Assessment

A driving assessment will be conducted on a LGV C + E articulated vehicle, if the assessment is not completed for any reason you will not be interviewed.

Fitness Assessment

You will be assessed on your fitness during the interview to the following standards:

1.5 Mile (2.4 km) run to be completed within 12 minutes and 45 seconds on a Treadmill.

Sit ups assessment approximately 30 in 1 minute 30 seconds.

All assessments are carried out by competent persons.

Drugs and Alcohol Test

You will be tested for Drugs and Alcohol during the interview, for any reason the test is failed your application will not progress any further.

All tests are completed in accordance with Company policies.

All tests are carried out by competent persons.

Declaration

To the best of my knowledge the information given on this form is correct. I also understand that if I have omitted or falsified information, it could lead to disqualification of my application, or if later, my dismissal, if appointed.

Name _____

Date _____



Training and Recruitment Manager
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Wing House
Marlborough Road
Bulford
Salisbury
Wiltshire
SP4 9LZ

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