HellermannTyton

Application Form

Thank you for applying for a position at HellermannTyton UK. Your details will be treated in the strictest confidence. In order for your application to be processed please complete all sections using BLOCK CAPITALS.

All candidates invited for an interview will be asked to provide proof of eligibility to work in the UK. Failure to do so will result in your application being declined.

Position applied for:	

Personal Details			
Name:			
Tel:		**Email:**	
Address:			
National Insurance Number:			

Expected salary:	
Length of notice to be given:	

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Employment History Please give details of your current and previous job history, with most recent first. Give explanations for gaps in employment.					
Dates employed		Name of employer	Job title and main responsibilities	Salary	Reason for leaving
From	To				

Education and Training		
Qualification	Dates	Grade/result
Do you hold an FLT licence? Yes / No (please delete as appropriate)		
Do you hold a driving licence? None / Full / Provisional (please delete as appropriate)		

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Skills and Experience

Please detail any relevant skills, qualifications, personal qualities that you feel would support your application.

Please continue on a separate sheet if necessary.

The HellermannTyton Family Values

It is very important to HellermannTyton that all team members understand our values and show they do by their behaviour at work. Please answer the questions below and provide good, specific examples. Please continue on to an additional sheet if necessary.

1. Valued Customers – At HellermannTyton, exceptional customer service is our key priority.
Please tell us about a time you have shown flexibility to get the job done.

2.Takes Responsibility – Everyone at HellermannTyton needs to take responsibility or their own actions and challenge those of others appropropriately.
Please tell us about a time you have promoted safe working practices in the workplace. What did you do? What was the outcome?

3. Provide Solutions – Hellermanntyton prides itself on its ability to problem solve in partnership with our customer.
Please tell us about a time you have solved a problem at work? What did you do? What was the outcome?

4. Be Proud of the HellermannTyton Family – Everyone at HellermannTyton is proud of our Company and our achievements as global team.
Please tell us about a time you have had to communicate an idea to someone, or train a colleague. How did you do it? What was the outcome?

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References			
Name		**Name**	
Address		**Address**	
Tel		**Tel**	
Relationship to you		**Relationship to you**	
May we apply for a reference now? Yes /No			

Disabilities
Do you consider yourself to have a disability under the Equalities Act 2010? Yes / No / Prefer not to say (please delete as appropriate) If there are any reasonable adjustments that we can make to assist you during the recruitment process, please let us know.

Health
Successful applicants will be required to complete a confidential medical questionnaire, which will be assessed by our Occupational Health Provider. Any offer of employment is subject to medical clearance.

Rehabilitation of Offenders Act 1974 You are not required to disclose convictions that are "spent". Please note that "unspent" cautions or convictions will not necessarily disqualify you from the post.
Do you have any unspent cautions or convictions? Yes /No
Please list below details of any unspent cautions or convictions against you giving date, type of offence, sentence/fine imposed etc.

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Data protection			
Information from this application may be processed for purposes registered by the Employer under the Data Protection Act 1998. Individuals have, on written request and payment of a fee, the right of access to personal data held about them. I hereby give my consent to HellermannTyton processing the data supplied in this application form for the purpose of recruitment and selection.			
Signed:		Dated:	

Declaration:			
I declare that the information I have given in this application is, to the best of my knowledge, complete and correct. I also understand that any false information or withholding of information renders me liable to disqualification, or, if appointed, dismissal. I also confirm that I posses the right to live and work in the UK and understand I will have to produce eveidence of this when invited to interview.			
Signed:		Dated:	

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Equal Opportunities Monitoring Form

HellermannTyton will provide equal opportunities to any employee or job applicant and will not discriminate either directly or indirectly because of race, sex, sexual orientation, gender reassignment, religion or belief, marital or civil partnership status, age, disability, or pregnancy and maternity.

This form assists us in monitoring who is applying for employment with us, our adherence to equal opportunities best practice and our progress towards identifying any barriers to diversity among our workforce. We would therefore be grateful if you would complete the questions on this form. We have asked for your name to enable us to monitor applications at shortlisting and appointment as well as application stage.

This form will be separated from your application upon receipt, but if you are subsequently employed by HellermannTyton then we may retain it on your personnel file. The information contained herein will not be used in the selection process for the position you are applying for.

We would be grateful if you would fill in this form and return it with your application. You are not obliged to answer all of the questions but the more information you supply, the more effective our monitoring will be. All information supplied will be treated in the strictest confidence. Thank you for your assistance.

Job applied for:	
Job Location:	
Name:	

Please delete where appropriate

1. Gender: Male / Female		
2. Age:		
3. Marital status: Married (opposite sex) / Married (same sex) / Civil Partner/ Single / Other		
4. What is your sexual orientation: Bisexual/ Gay man / Gay woman / heterosexual / Other / Prefer not to say		
5. Do you have a disability: Yes / No		
6. Ethic origin:		
A White:	British	Welsh
	English	Irish
	Scottish	
	Other, please specify:	
B Mixed:	White and black Caribbean	White and Black African
	White and Asian	
	Other, please specify:	
C Asian, Asian British, Asian English, Asian Scottish or	Indian	Pakistani
	Bangladeshi	

Asian Welsh:	Other, please specify	
D Black, Black British, Black English, Black Scottish, or Black Welsh:	Caribbean	African
	Other, please specify	
E Chinese, Chinese British, Chinese English, Chinese Welsh, or other ethnic group	Chinese	
	Other, please specify	

7. Where did you see this post advertised?

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Signature:		**Date:**	