

**CV SUPPLEMENTARY INFORMATION**

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| **PERSONAL DETAILS** | | | | | | | | | | | | | | |
| Surname: | |  | | | | Forename(s): | |  | | | | | | |
| **POST APPLIED FOR** | | | | | | | | | | | | | | |
| Post Applied For: | | |  | | | | | | Site: | |  | | | |
| Salary Expectations: | | |  | | | | | | | | | | | |
| Current notice period: | | |  | | | | | | | | | | | |
| **DRIVING LICENECE** | | | | | | | | | | | | | | |
| Do you hold a current full driving licence? | | | | | | | | | | YES | |  | NO |  |
| If yes, does your licence have penalty points or endorsements? | | | | | | | | | | YES | |  | NO |  |
| If yes, please give details: | | |  | | | | | | | | | | | |
| **CRIMINAL CONVICTION** | | | | | | | | | | | | | | |
| Have you ever been convicted of a criminal offence? | | | | | | | | | | YES | |  | NO |  |
| If yes, please give details of any unspent convictions:  (Spent convictions do not have to be declared as the job is not one covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 | | | |  | | | | | | | | | | |
| **DISABILITY** | | | | | | | | | | | | | | |
| Tilhill Forestry welcomes applications from applicants self-assessed as having a disability and guarantees an interview to those individuals who meet the essential criteria for the job.  To help you, a disability can be defined as a physical or mental impairment, which has a substantial and long-term adverse effect on a person’s ability to carry out normal day to day activities. | | | | | | | | | | | | | | |
| Do you consider yourself to have a disability? | | | | | | | | | | YES | |  | NO |  |
| If yes, what, if any, types of aids, adaptations, equipment or special arrangements would you require to attend an interview? | | | | | | |  | | | | | | | |
| **EMPLOYMENT REFERENCES** | | | | | | | | | | | | | | |
| Employment references are only accepted from Company’s owner, director, manager, supervisor or HR Department. References from work colleagues will not be accepted.  References will only be requested if a job offer is made. All offers are made subject to satisfactory references. | | | | | | | | | | | | | | |
| Reference 1 | Name: | | | |  | | | | | | | | | |
| Occupation: | | | |  | | | | | | | | | |
| Company Name: | | | |  | | | | | | | | | |
| Address / telephone number / Email | | | |  | | | | | | | | | |
| Reference 2 | Name: | | | |  | | | | | | | | | |
| Occupation: | | | |  | | | | | | | | | |
| Company Name: | | | |  | | | | | | | | | |
| Address / telephone number / Email | | | |  | | | | | | | | | |

**DECLARATION**

If you are successful in your application, Tilhill Forestry will use the information you have provided on this form and your CV for personnel administration, training, discipline, career development and payroll purposes. We may share your information with other services within the Company.

You have a right to ask for a copy of the information held by us in our records in return for payment of a small fee. You also have a right to require us to correct any inaccuracies in your information.

I declare that to the best of my knowledge the information contained on this form and any attachments is true and accurate. I accept that false information or omission may lead to dismissal without notice.

Signature ……………………………………………………………………… Date: ………………………………………………………………..



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| **Job Details** | | |
| Position applied for: …………………………………………………………………. Site/Location: ………………………………… | | |
| **Equality of Opportunity in Employment Monitoring Information** | | |
| Tilhill Forestry is an equal opportunities employer and all of our applicants will receive equal treatment irrespective of race, colour, nationality, ethnic or national origins, religion or belief, sex, sexual orientation, marital status, age, disability or membership or non-membership of a trade union.  To help Tilhill Forestry monitor the effectiveness of the policy on equality of opportunity in employment, please provide the information requested below. This information will be kept in strict confidence and used for statistical purposes only.  Please note, the provision of information below is entirely voluntary and, if you choose not to do so, this will not be held against you when considering your suitability for the job.  Thank you for your co-operation. | | |
| **Sex** | Female Male | |
| **What is your ethnic group? Choose ONE section from 1 to 5, then tick the appropriate box to indicate your cultural background.** | | |
| 1: White  Scottish English Irish Welsh  Any other White background, please write in: ……………………………….  2: Mixed  Any Mixed background, please write in: ………………………………………  3: Asian, Asian Scottish, Asian English, Asian Irish or Asian Welsh  Indian Pakistani Bangladeshi Chinese  Any other Asian background, please write in: ……………………………….  4: Black, Black Scottish, Black English, Black Irish or Black Welsh  Caribbean African  Any other Black background, please write in: …………………………………  5: Other Ethnic background  Gypsy Traveller  Any other background, please write in: ………………………………………. | | |
| **Are you entitled to work within the United Kingdom?**  (Please Note, if you are invited to attend an interview you will be asked to produce supporting evidence) | | Yes No |
| **Age Group – please tick to indicate which age group you fall within:** | | |
| Under 18 years old 18 to 64 years old 65 + years old | | |