

All information supplied on this form will be treated in strictest confidence.  
Please ensure every section is completed in full and in your own handwriting.

<p>Position applied for .....</p> <p>If this is a speculative application, please indicate areas of interest</p> <p><input type="checkbox"/> Warehouse Distribution  <input type="checkbox"/> Information Services/IT  <input type="checkbox"/> Finance  <input type="checkbox"/> Human Resources  <input type="checkbox"/> Sales  <input type="checkbox"/> Customer Service/Technical Support  <input type="checkbox"/> HGV1 Driver  <input type="checkbox"/> Supply Chain</p> <p><input type="checkbox"/> Other .....</p> <p>Salary Expectation .....</p>	<p>Please state where you heard about this vacancy:</p> <p><input type="checkbox"/> Current Belkin Employee: please provide name below; .....</p> <p><input type="checkbox"/> Radio Advertisement  <input type="checkbox"/> Newspaper Advertisement  <input type="checkbox"/> Website – please specify .....</p> <p><input type="checkbox"/> Speculative application  <input type="checkbox"/> HGV advertisement</p> <p>Are you related to anyone employed by Belkin? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please state name and relationship .....</p>
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### Personal Details

<p>Title Mr / Mrs / Miss / Ms / other.....</p> <p>Surname .....</p> <p>Forename(s) .....</p> <p>Address .....</p> <p>.....</p> <p>.....</p> <p>Post Code .....</p>	<p>Home Telephone Number .....</p> <p>Daytime Contact Number .....</p> <p>Email Address: .....</p> <p>Nationality .....</p> <p>National Insurance Number <input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/></p>
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Do you consider yourself to have a disability? Yes  No

If there are any special arrangements, which you require at interview, please contact our Human Resources Department

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In accordance with the Asylum & Immigration Act 1996 do you have the legal right to work in the UK? Yes  No

**Please note : if selected for employment you will need to produce a copy of your passport or other official documentation as evidence.**

Do you require a work permit to work in the UK? Yes  No

Do you hold a current British / EC passport? Yes  No

Expiry date .....

Have you any current or pending convictions which are not regarded as 'spent' as per the Rehabilitation of Offenders Act 1974? Yes  No   
If yes, please attach details on a separate sheet.

**Employment Details**

Have you ever applied to Belkin before? Yes  No   
If yes, please provide dates & details .....

Are you currently, or have you ever been employed by Belkin? Yes  No   
If yes, please state name of agency with dates .....

Are you currently, or have you ever been employed by Belkin via an employment agency? Yes  No   
If yes, please state name of agency with dates .....



### Education Details

Please indicate your attained level of education and subjects taken.

School/college/university	Examination taken (e.g. CSE, O Level, GCSE, BA degree) or equivalent	Subject	Grade obtained	Date taken

### Training or Professional Skills

Please detail any other qualifications, training or special experience you feel may be relevant to your application.

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**IT/Systems ability** – please detail any software packages you are familiar with and level of ability.

	Advanced	Intermediate	Basic		Advanced	Intermediate	Basic
E.g. MS WORD	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Languages** – please detail any second language skills, indicating level of *proficiency* (please continue on a separate sheet if required)

	<u>Written Skills:</u>		<u>Verbal Proficiency</u>	
	Basic	Advanced	Basic	Fluent
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Driving Licences – including Mechanical Handling Equipment.**

Type	Class	Date Obtained	Licence Number	Endorsements (Include date & offence)
Car				
MHE				

**Supporting Information**

Please give a brief overview of why you believe you are suitable for the position you have applied for.

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Please continue on separate sheet if necessary.

**General Information**

What are your interests outside of work?

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**Declaration**

**The information I have provided in this application is accurate, true and complete. I understand if this information is found to be false, this application will be deemed as invalid and if employed, could be treated as gross misconduct and may result in dismissal**

Signed .....

Dated .....

Any offer of employment will be subject to satisfactory references, details of which will be requested at offer stage unless otherwise stated.

Thank you for completing this application form

**Please return to: Human Resources Department  
Belkin Ltd,  
Shipton Way  
Express Business Park  
Rushden Northants NN10 6GL**

**Data Protection:**

The information supplied on this application form will be held on file for a maximum period of 12 months for administration purposes unless otherwise stated

If employed, data will be transferred to a confidential computerised system for employment purposes.

This information will not be used for any other purpose without your consent.