



Saints Transport Limited
 Halo House, Galleymead Road, Colnbrook, SL3 0EN
 Tel: 01753 682999 Email: hr@saints.co.uk



Application Form

For which position are you applying?	
If driver, what vehicle size?	
Which Depot?	
Desired shift? Days or nights	
Have you previously worked for Saints, either directly or through an agency? If yes, when?	
When would you be available to start work?	

Personal Information	
Surname:	
Forenames:	
Title (Mr, Mrs, Miss, Ms, etc.):	
Previous names (if any):	
Current address:	
Daytime telephone number:	Email:
Do you have the right to take up employment in the UK?	YES NO
What is your National Insurance Number?	
What driving licence do you hold?	
Do you hold a valid ADR licence?	YES NO
Do you hold a drivers CPC?	YES NO
Do you have any endorsements on your licence?	YES NO
If yes, please detail	
Do you hold a valid Level D certificate?	YES NO
Do you hold a valid forklift licence?	YES NO
Do you have any unspent criminal convictions, past or pending?	YES NO
If yes, please detail.	

Education, Qualifications and any Training relevant to position applied for.

Please detail what, where and when.

EMPLOYMENT HISTORY

List all employment over the last five years including part-time, summer jobs & military service (with your service number), beginning with the most recent - please provide specific dates.

We will be requesting references from all your former employers/schools/colleges/benefit offices etc covering the previous five year period.

If you are aware that any of your previous employers have changed their names or gone out of business, please provide up-to-date details if possible.

If you have been employed on a temporary basis, via a recruitment agency please provide details - please put down the agency rather than the company that you worked at.

If you have been self-employed for any period, please give details of someone who can verify that period, e.g. your accountant or supplier.

If you have been unemployed for a period and in receipt of benefit, please give details of the benefit office you registered with.

Please continue on a separate sheet if necessary.

It is in your best interest to provide the most accurate information that you can, as your employment cannot commence until all reference checks have been completed to the standards set by the Aviation and Maritime Security Act 1990

From day/month/year	To day/month/year	Name, address and contact number of previous employer	Job title, description of duties and responsibilities, reason for leaving and salary on leaving.
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Gaps in employment

Please account for all gaps in your employment history of two weeks or more, if required. This is vital in order to complete the screening process swiftly, (ie. job search/travelling etc). Please continue on a separate sheet.

From day/month/year	To day/month/year	Reason

Personal references

Please provide details of two referees known to you for at least five years. These cannot be people whom you are related to, live with, whom you have previously worked for or anyone who works for Saints Transport.

Referee 1	Referee 2
Name	Name
Address	Address
Daytime contact number	Daytime contact number
How do they know you?	How do they know you?

Please read the following carefully and sign below to confirm your acceptance and understanding.

Declaration of facts

1. I understand and agree that my appointment is conditional upon the verification, to the company's satisfaction and in conjunction with the Aviation and Maritime Security Act 1990.
2. I confirm that the information provided on this form is true and completed to the best of my knowledge.
3. I understand that I may incur civil and/or criminal liability if I attempt to obtain employment by deception and any misrepresentation or omission of a material fact could be cause for immediate cancellation of consideration for employment or for dismissal if already employed.
4. I have no criminal convictions unspent or pending under the provisions of the Rehabilitation of Offenders Act 1974 or which are not disclosed in this form, I understand that a Criminal Record Check will be completed to confirm this.
5. I understand that my right to work within the UK will be checked with the HMRC.

Information release

1. I hereby authorise the company to verify the information provided on this form.
2. I authorise the company to contact my previous employers to verify the information I have provided.
3. I authorise the company to obtain character references from my previous employers.
4. I authorise the company to obtain relevant information from my personal referees.
5. I authorise the company to share information relevant to customers.

Signed _____ Print Name. _____

Print previous name (if any) _____ Date _____

For Company use only

Interview date _____ Time _____

Originals seen and copied	
Driving licence paper and card	
Proof of right to work in UK	
Government issued proof of Identity.	
Drivers CPC	
Level D certificate	
ADR licence	
Forklift licence	
Digi Tacho Card	
Criminal record check date	
National Insurance Number	

Experience driving current licence	<1 year	1 - 2 years	2 - 4 years	4 - 6 years	>6 years
Experience in Airfreight industry	<1 year	1 - 2 years	2 - 4 years	4 - 6 years	>6 years

Job/shifts discussed	
Rates of Pay	
Company Benefits	
Holiday	
Probation period	

Interview notes

Interviewer

Date