



GRADUATE RECRUITMENT
APPLICATION FORM
IRELAND

www.dawnmeats.com

EMPLOYMENT APPLICATION FORM

APPLICATION FOR EMPLOYMENT AS:

AREAS OF INTEREST:

- | | | | |
|---|---|--|--------------------------------------|
| <input type="checkbox"/> Production/Operations | <input type="checkbox"/> Sales/Marketing | <input type="checkbox"/> Technical | <input type="checkbox"/> Engineering |
| <input type="checkbox"/> Environmental | <input type="checkbox"/> Accounting & Finance | <input type="checkbox"/> Health & Safety | <input type="checkbox"/> Procurement |
| <input type="checkbox"/> Planning | <input type="checkbox"/> HR | <input type="checkbox"/> New Product Development | <input type="checkbox"/> Purchasing |
| <input type="checkbox"/> Other (please specify) | | | |

PERSONAL INFORMATION (BLOCK CAPITALS)

TITLE:

FIRST NAME:

SURNAME:

KNOWN AS:

ADDRESS:

HOME TELEPHONE NUMBER:

MOBILE TELEPHONE NUMBER:

E-MAIL ADDRESS:

EDUCATION

(Please continue on a separate sheet if necessary)

NAME OF SCHOOLS:	TO:	FROM:
.....

SUBJECTS:	QUALIFICATION:	EXPECTED GRADE:	ACHIEVED GRADE:
.....
.....
.....

NAME OF COLLEGE / UNIVERSITY:	TO:	FROM:	QUALIFICATION:
.....

IF YOU HAVE NOT YET GRADUATED	EXPECTED DATE:	EXPECTED GRADE:
.....

SUBJECTS:	QUALIFICATION:	EXPECTED GRADE:	EXPECTED DATE:	ACHIEVED GRADE:
.....
.....
.....
.....
.....
.....

TRAINING COURSES ATTENDED OR RELEVANT STUDIES

COURSE TITLE:	DATE:
.....
.....

ARE YOU A MEMBER OF A PROFESSIONAL ASSOCIATION?	<input type="checkbox"/> YES <input type="checkbox"/> NO	GRADE OF MEMBERSHIP:
.....

NAME OF BODY:	EXPIRY DATE:	YEAR ADMITTED:
.....

Are you prepared to attend training courses/sessions outside of normal working hours? YES NO

WORK EXPERIENCE

(Start with most recent employer and work backwards. Please continue on a separate sheet if necessary)

DATE FROM:	TO:	DATE FROM:	TO:
COMPANY:		COMPANY:	
POSITION:	SALARY:	POSITION:	SALARY:
MAIN DUTIES AND RESPONSIBILITIES :		MAIN DUTIES AND RESPONSIBILITIES :	
REASON FOR LEAVING:		REASON FOR LEAVING:	

DATE FROM:	TO:	DATE FROM:	TO:
COMPANY:		COMPANY:	
POSITION:	SALARY:	POSITION:	SALARY:
MAIN DUTIES AND RESPONSIBILITIES :		MAIN DUTIES AND RESPONSIBILITIES :	
REASON FOR LEAVING:		REASON FOR LEAVING:	

WHEN COULD YOU COMMENCE EMPLOYMENT WITH US?:

CAREER OBJECTIVES

WHY DO YOU FEEL SUITED TO THIS PARTICULAR ROLE AND WHAT ARE YOUR CAREER ASPIRATIONS?:

HIGHLIGHT ANY SKILLS OR ACHIEVEMENTS THAT YOU FEEL ARE RELEVANT TO YOUR APPLICATION:

OUTSIDE INTERESTS AND ACTIVITIES:

ADDITIONAL LANGUAGES

Level of Proficiency (Fair, Good, Business Standard or Fluent)

LANGUAGE:	ORAL:	WRITTEN:	READING:

PC SKILLS

Which software packages have you used and how proficient are you at using them?

PACKAGE:	PROFICIENCY:

REFERENCES

Please give the name, address, email and contact number of two references whom we can contact for references. These must be your most recent employers. Any offer of employment is subject to two references deemed to be satisfactory to the company. No approach will be made to your present employer without your prior permission.

REFERENCE 1

NAME:

OCCUPATION:

COMPANY NAME AND ADDRESS:

.....

.....

TELEPHONE NUMBER:

EMAIL ADDRESS:

REFERENCE 2

NAME:

OCCUPATION:

COMPANY NAME AND ADDRESS:

.....

.....

TELEPHONE NUMBER:

EMAIL ADDRESS:

HOW DID YOU LEARN ABOUT THIS VACANCY?:

- | | | |
|--|--|--|
| <input type="checkbox"/> Recruitment Agency | <input type="checkbox"/> Friends / Family | <input type="checkbox"/> _____ (name of) University / College |
| <input type="checkbox"/> Local / National Newspaper | <input type="checkbox"/> Professional Journal | <input type="checkbox"/> _____ (name of) Graduate Fair |
| <input type="checkbox"/> Job Centre | <input type="checkbox"/> Internet | <input type="checkbox"/> Other |

PLEASE SPECIFY:

LICENCE DETAILS DO YOU:

HOLD A CURRENT DRIVING LICENCE?:

Provisional
 Full
 HGV
 No

OWN A CAR?:

YES
 NO

HAVE ANY CURRENT ENDORSEMENTS?: IF YES PLEASE GIVE DETAILS:

YES
 NO

ARE YOU FULLY MOBILE AND PREPARED TO TRAVEL THROUGHOUT THE UK AND IRELAND IN THE COURSE OF YOUR DUTIES, IF REQUIRED?:

YES
 NO

ARE YOU WILLING TO RELOCATE IF REQUIRED IN ORDER TO ADVANCE YOUR CAREER WITH THE COMPANY?:

YES
 NO

DO YOU KNOW OR ARE YOU RELATED TO ANYONE FROM THE COMPANY? (If yes please give details):

YES
 NO

.....

.....

HAVE YOU PREVIOUSLY APPLIED TO DAWN MEATS FOR A JOB? (If yes please give details):

YES
 NO

.....

.....

DO YOU REQUIRE A PERMIT TO WORK IN IRELAND?: (The Company will need to see evidence of entitlement to work before a job offer is made)

YES
 NO

DO YOU HAVE ANY FORTHCOMING HOLIDAY COMMITMENTS?:

YES
 NO

WHAT IS YOUR PREFERRED SITE?:

Ballyhaunis
 Ballymount
 Carroll's Cross
 Charleville
 Grannagh
 Kilbeggan
 Rathdowney
 Slane

OTHER INFORMATION

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE?:

YES
 NO

IF YES PLEASE PROVIDE DETAILS BELOW:

.....

.....

ARE YOU PREPARED TO UNDERGO A MEDICAL EXAMINATION?:

YES
 NO

ARE YOU PREPARED TO OBEY & ABIDE BY ALL RULES RELATIVE TO EMPLOYMENT WITHIN THE COMPANY?:

YES
 NO

PLEASE PROVIDE ANY OTHER RELEVANT INFORMATION ABOUT YOURSELF, YOUR EXPERIENCE AND WHY YOU FEEL YOU WOULD BE SUITABLE FOR THIS JOB:

.....

.....

.....

.....

DECLARATION

The company shall select prospective employees on the grounds of suitability only. In the selection and recruitment of candidates the company will abide by the Terms and Conditions of all relevant Irish employment legislation. Any evidence of unethical canvassing or inducement in relation to your application, will automatically disqualify you as a candidate. TO CLARIFY AN INDUCEMENT IS: Offering, promising or giving a gift or sum of money in exchange for an offer of an introduction to Dawn Meats or any representative of Dawn Meats.

To the best of my knowledge, all information in this form is true, accurate and complete. I further certify that my CV (if any) is true and accurate. I acknowledge and agree that if any of the information provided in this recruitment Application Form is false or misleading in any respects, Dawn Meats may cease consideration of my application for employment. I further acknowledge and agree that if I am employed by Dawn Meats and Dawn Meats subsequently learns that I have provided false or misleading information in this recruitment Application Form and/or my CV or otherwise during the recruitment process, or my employment, the Company shall be entitled to terminate my employment. Certain information I have provided in this application form will be regarded as "personal sensitive information" within the meaning of the Data Protection Acts 1988 and 2003. I understand that by completing this form I give my consent to the above information being held and processed by Dawn Meats for the purpose of the possible employment within the group.

APPLICANT'S SIGNATURE:

DATE:

DATA PROTECTION CLAUSE:

All personal information provided on this application form will be stored securely by the company and will be used for the purposes of the recruitment process. Application forms will be retained for a period of 12 months, and in the case of a successful candidate for the duration of his or her employment and a minimum of two years thereafter. This information will not be disclosed to any third party without your consent, except where necessary to comply with statutory requirements or to provide normal company services. Internally, your information will be kept confidential and only made available as necessary. You may, at any time, make a request for access to the personal information held about you. Should you wish to make any changes, or erasures, to any of the information stored about you, please contact the HR department.

COMPLETED APPLICATION FORMS SHOULD BE RETURNED TO THE SITE WHERE YOU WISH TO WORK OR TO

The Human Resources Department, Dawn Meats,
Grannagh, Waterford, IRELAND X91 HRR3. Gradie@dawnmeats.com