

# job application form

Westmorland Limited is an equal opportunities employer.



Dear applicant,

Please complete and return this application form to our H.R. Department at your earliest convenience and return to the freepost address below.

If you are selected for interview please can you bring the following documents with you:

- A document showing your permanent National Insurance Number (and a photocopy).
- Proof of your identity. This may be either your passport, birth certificate or national identity card, and a photocopy.
- Your work permit or visa if relevant and a photocopy

Appointment to any role may be subject to the production of these documents.

Westmorland Limited hold the Positive about Disabled People Symbol, which means we are committed to interviewing people with disabilities, where they fulfill the minimum criteria for the job.

Should you require any assistance to complete this form or be selected for interview and need reasonable adjustments to be made to enable you to attend, please do not hesitate to contact the H.R. Department on telephone number 01539 711334.

Thank you.

**Westmorland**  
Limited



Completed forms should be sent to H.R. Department  
Westmorland Ltd FREEPOST Orton Penrith Cumbria CA10 3ZA Telephone: 01539 711334

Please complete all sections of this application form

**personal details**

Title	Full Forenames	Surname	
Permanent Address		Home phone	
		Mobile phone	
Postcode		Email	
Temporary (Student) Address			
		Male	Female
Postcode		<input type="checkbox"/>	<input type="checkbox"/>

**work patterns**

Post applied for

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Which location are you interested in working at

Rheged?       Tebay?       either?

Are you interested in

Full time       Part time       Temporary

How many hours do you wish to work?

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Most positions require weekend work on rotation - can you work weekends?

Yes       No

Do you require our free transport? (certain areas only)

Yes       No

Are you a student?      Yes       No       Are you over 16?      Yes       No

Have you worked for us before, if so when?

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Would this be your only job?

Yes       No

Other areas you may be interested in:

Café       Cooking       Retail       Hotel

Office       Forecourt\*       Cleaning       Nightshift\*

Reception/Front of House       Other       If other, please state \_\_\_\_\_

\*Please note that you must be over 18 for nightshift and forecourt positions.

**education**

Secondary

From	To	School	No. of qualifications & level e.g: GCSE's / A LEVEL	Grades
M M Y Y	M M Y Y			
M M Y Y	M M Y Y			

Higher/Further

From	To	College/University	Subjects	Grades
M M Y Y	M M Y Y			
M M Y Y	M M Y Y			

**employment history**

Employment and Work Experience (most recent first)

From	To	Name and Address of Employer	Job Title	Reason for leaving	Rate of pay
M M Y Y	M M Y Y				
M M Y Y	M M Y Y				
M M Y Y	M M Y Y				
M M Y Y	M M Y Y				
M M Y Y	M M Y Y				

**legal**

If yes, please provide further details

Have you ever received a caution? Yes  No  \_\_\_\_\_

Have you been convicted of any criminal offences which are not yet 'spent' under the Rehabilitation of Offenders Act 1974? Yes  No  \_\_\_\_\_

Ex offenders will be considered for employment on an individual basis.

Are you facing any criminal prosecutions? Yes  No  \_\_\_\_\_

Do you need a permit to work? Yes  No  \_\_\_\_\_

If yes, do you have a valid work permit? Yes  No  \_\_\_\_\_

**additional comments**

Please provide a statement in support of your application using the space provided. (Continue on a separate sheet if necessary)

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

**references**

Please give the name, address and phone number of 2 referees. These should be your current or most recent employers and if not, academic. All job offers are subject to satisfactory references.

Name	Telephone	Address	Capacity in which known
1ST REFEREE			
2ND REFEREE			

Are we able to contact your referees prior to an offer of employment? \_\_\_\_\_

How did you hear about us? Newspapers  Job Centre  Website  If other, please state \_\_\_\_\_

Were you recommended by a current employee? Yes  No  If yes, who? \_\_\_\_\_

**declaration**

*I consent to Westmorland Limited using and keeping information about me provided by myself or a third party, such as references, relating to my application or future employment. Such information may include details relating to my health. I also consent to Westmorland contacting the referees supplied on this form for a reference.*

*I can confirm that the information provided is accurate and complete. I acknowledge that any false statement or omissions may disqualify me from taking up employment or render me liable for dismissal.*

Signed

Date

\_\_\_\_\_

# benefits

of working at Westmorland

As well as offering competitive rates of pay at Westmorland Limited we also offer a range of other benefits:

## **Minibus Service**

We provide a free minibus service, to and from work from certain areas, in line with key shift patterns. Service may vary between sites.

## **Uniform**

Where required, a free company uniform is provided.

## **Refreshments**

We provide our employees with access to free drinks throughout the course of their working day and a restricted selection of free food during their rest breaks. Certain sites also offer a wider choice of meals which can be purchased at a 50% discount. Entitlements vary dependent on hours worked.

## **Company Discounts**

We offer up to 25% discounts to employees throughout the company on retail goods. Discounts are also available at the Westmorland Hotel and Rheged Centre.

## **Kiddi Vouchers**

We offer access to childcare vouchers which could save you money towards the cost of your child care.

## **Cycle to Work**

We run a scheme to assist you with purchasing a bicycle to cycle to work

All benefits are discretionary and may be altered or withdrawn at any time.

we are a small family business • home grown •  
down to earth • farmers • in love with Cumbria •  
protective of our environment • keen to promote  
local talent • proud of our homemade food •  
passionate about quality • honest • approachable •  
individual • loyal to our customers • always striving  
to be the very best in everything we undertake