



MEDITERRANEAN SHIPPING COMPANY (U.K.) LTD.

A Member of the Institute of Chartered Shipbrokers

MEDITE HOUSE, 10 THE HAVENS, IPSWICH, SUFFOLK, IP3 9SJ.
Tel.: 01473 277777 Fax: 01473 277700 Web: mscuk.com

APPLICATION FORM

1. CONFIDENTIAL APPLICATION FOR EMPLOYMENT

Position applied for: _____

Date available to take up employment: _____ salary required £ _____ pa

2. PERSONAL DETAILS

Surname: _____ Forenames: _____

Address: _____

_____ Post Code _____

Telephone: Private _____ Business _____

Email address: _____

Do you own a car? Yes No

Have you a current driving licence? Provisional Full HGV No

Have you any current endorsements? Yes No (if yes give details) _____

Are you in good health? Yes No Have you had any illnesses during the past five years which have resulted in more than two weeks absence from work? Yes No (if yes give details) _____

Are there any disabilities which may effect your application? Yes No

If yes, please give brief details of the effects of your disability on your day to day activities and any other information that you feel would help accommodate your needs and thus meet our obligations under the Disability Discrimination Act 1995. _____

3. EDUCATION

Do you speak a foreign Language? Yes No (if yes give details) _____

SCHOOLS ATTENDED	EXAMINATIONS (subjects/results)

Present/ Previous Employer _____ Address _____ _____ _____ Job Title _____	Type of Business _____ Starting Date _____ Leaving Date (if applicable) _____ Current/ Finishing pay £ _____ Duties _____ _____ _____ Reason for leaving _____
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6. GENERAL INFORMATION

Have you ever been convicted of a criminal offence? (Declaration subject to the Rehabilitation of Offenders Act)
 Yes No (if yes give details) _____

Are you a member of a Professional Organisation? Yes No (if yes give details) _____

Do you need a work permit to work in the UK? Yes No (if yes give details) _____

If offered this position will you continue to work in any other capacity? Yes No (if yes give details)

7. REFERENCES

Please enter details of current/previous employers we may approach for references. If you have not worked before please give details of two personal references (*not members of your family*).
 By supplying these details you consent to us approaching them for references which form part of the recruitment process.

Company _____
 Contact Name _____
 Address _____
 _____ Post Code _____
 Telephone No. _____

Company _____
 Contact Name _____
 Address _____
 _____ Post Code _____
 Telephone No. _____

SCHOOLS ATTENDED	EXAMINATIONS <i>(subjects/results)</i>

4. FURTHER EDUCATION

COLLEGE/UNIVERSITIES ATTENDED	EXAMINATIONS <i>(subjects/results)</i>

It is the Company's Policy to verify the qualifications of all successful job applicants and you may be asked at a later stage in the recruitment process for your consent to checks being carried out.

5. PREVIOUS EMPLOYMENT

Use the spaces below to give details of your previous employments, working backwards from the most recent.

Present/ Previous Employer _____ Type of Business _____
Address _____ Starting Date _____
_____ Leaving Date *(if applicable)* _____
_____ Current/ Finishing pay £ _____
Job Title _____ Duties _____

Reason for leaving _____

Present/ Previous Employer _____ Type of Business _____
Address _____ Starting Date _____
_____ Leaving Date *(if applicable)* _____
_____ Current/ Finishing pay £ _____
Job Title _____ Duties _____

Reason for leaving _____

8. NEXT OF KIN

Please give details of next of kin who can be contacted in an emergency:

Name _____

Address _____

Postcode _____

Relationship _____

Home Telephone No. _____

Work Telephone No. _____

9. NATIONAL INSURANCE NUMBER

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10. EQUAL OPPORTUNITIES POLICY

Mediterranean Shipping Company (UK) Ltd ("the Company") is an equal opportunities employer. This means that at the Company there should be no discrimination or harassment of any employee or job applicant on the grounds of sex, race, nationality or ethnic origin, sexual orientation, disability, gender, marital or family status or trade union membership activity or age, or religion or religious beliefs or gender re-alignment. It means that the Company offers equal treatment and equal opportunities to all employees and job applicants.

11. DATA PROTECTION

Information from this application may be processed for purposes registered by the employer under the Data Protection Act 1998. Individuals have, on written request (on payment of a fee) the right of access to personal data held about them.

12. DECLARATION

I confirm that the information given on this form is, to the best of my knowledge, true and complete. Any false statement may be sufficient cause for rejection or, if employed, dismissal. I hereby give my consent to Mediterranean Shipping Company (UK) Ltd processing the data supplied in this application form.

Signature _____ Date _____