

# Application to join the team

East Midlands Trains operates a fast and frequent service throughout the East Midlands from South Yorkshire to London St Pancras International station.

As part of the highly successful Stagecoach Group we believe our people are key to our success and are fundamental in making sure we remain a key player within the transport industry.

East Midlands Trains are committed to equal opportunities. We select people for employment on merit irrespective of race, religion, sex, age, marital status, disability, sexual preference etc.

Should you require extra space to complete your answers please use the additional information section on page . Please ensure that you clearly indicate the question you are responding to.

Position applied for	
Your preferred location	
Title	
Surname/family name(s)	
Name you wish to be known by	
Address	
Postcode	
First name(s)	
Maiden name	
Home telephone	
Work telephone (if convenient)	
Mobile	
Email address	
National insurance number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

## Office use only

Job reference					
Date received		Invited to selection	<input type="checkbox"/> Yes <input type="checkbox"/> No	Appointed	<input type="checkbox"/> Yes <input type="checkbox"/> No





# Why are you applying

Please explain below why you are applying for this post.

Please tell us about your knowledge, experience and skills that you consider relevant to this position. (e.g. voluntary work, or other life skills, which you may feel are relevant). It is essential that all applicants complete this section.

# Your pastimes

Please give details about activities/interests you have outside of work. List any non-work activities you are involved in, what they say about you, and how they support your application.

# For our records

## How did you hear about this job.

Please tick as appropriate and provide further information where possible.

Press advert Please state which	<input type="checkbox"/>
Employment agency Please state which	<input type="checkbox"/>
Website Please state which	<input type="checkbox"/>
Careers fair Please state which	<input type="checkbox"/>

From EMT staff, Please give name	<input type="checkbox"/>
From college/school Please state which	<input type="checkbox"/>
Speculative application	<input type="checkbox"/>
Other Please give details	<input type="checkbox"/>

# Conflict of interests

If you are related to any employee of East Midlands Trains or you, your partner, or any member of your family hold any contracts to supply East Midlands Trains with goods or services please give full details below.

# Your references

East Midlands Trains must obtain two references prior to commencement. Ideally these references should be work related, however, where applicable a work related reference and a character reference would be satisfactory. Please ensure to indicate if we may contact them prior to interview.

Surname/family name(s)	
Address	
Postcode	
Relationship	
Contact prior to interview	<input type="checkbox"/> Yes <input type="checkbox"/> No

Surname/family name(s)	
Address	
Postcode	
Relationship	
Contact prior to interview	<input type="checkbox"/> Yes <input type="checkbox"/> No

# Declaration

Providing misleading or false information, (or omitting important information) to support your application will disqualify you from appointment, or if appointed, render you liable to dismissal without notice.

I hereby declare that I have read and understood the above statement and that the details given are, to the best of my knowledge, true and correct. I agree that the information given on this form may be held on computer.

By signing and returning this application form, you consent to East Midlands Trains using and keeping information about you provided by you or third parties, such as referees, relating to your application or future employment. Such information may include details relating to your health, ethnic origin and criminal record.

In signing this declaration you are also agreeing to a medical/drug screening examination if you are successful in your application.

Signature

Date

# Additional information

If you wish to expand on any of your answers or feel there is further information that would enhance your application please give details here.

Please refer to back page for details about returning your application.

# Equal opportunities information

East Midlands Trains is committed to promoting equality and valuing diversity. All applicants are considered on merit only and no application will be treated less favourably on any grounds other than ability to perform the role. We monitor all applications that we receive, in order to measure progress against diversity and equality objectives. The information you provide will be used for statistical purposes to enable us to gain a clear picture of the impact of our policy.

The information you provide will be used for equal opportunities monitoring and will NOT be forwarded with your application form. This information will not be taken into consideration for short-listing or interviewing purposes.

## Ethnic origin

Please show your ethnic origin by ticking one of the boxes below.

Asian or Asian British	<input type="checkbox"/>	Indian	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>	Other (please state)
Black or Black British	<input type="checkbox"/>	African	<input type="checkbox"/>	Caribbean	<input type="checkbox"/>	Other (please state)		
White	<input type="checkbox"/>	British	<input type="checkbox"/>	Irish	<input type="checkbox"/>	Other (please state)		
Chinese or other ethnic group	<input type="checkbox"/>	Chinese	<input type="checkbox"/>	Other (please state)				
Mixed	<input type="checkbox"/>	White and Black African	<input type="checkbox"/>	White and Black Caribbean	<input type="checkbox"/>	White and Asian		
	<input type="checkbox"/>	Other (please state)						
Do you require a work permit	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Do not know		
Nationality								
Age				Date of birth				

## Disability

Applications from disabled people are welcomed. If you have any special needs that we need to make provisions for in our recruitment and selection procedure (e.g. wheelchair access for interview), or facilities that you may need if employed please state these below.

Do you have any disabilities to be taken into consideration	
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# Health



Medical restrictions apply to certain types of work and the nature of some medical problems, and of some disabilities, may need to be taken into account. Please ask if you are unsure how this affects your application.

Have you any defective colour vision	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Have you any impaired hearing	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Have you ever had any medical problems with drugs or alcohol	<input type="checkbox"/> Yes (please give details)	<input type="checkbox"/> No
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Have you ever failed a rail industry drugs and alcohol screening in the past three years	<input type="checkbox"/> Yes (please give details)	<input type="checkbox"/> No
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Have you had any illnesses in the past three years that have required you to take time off work	<input type="checkbox"/> Yes (please give details)	<input type="checkbox"/> No
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# Convictions



You should declare any court or court-martial conviction, outstanding summons or prosecution (except those spent under the Rehabilitation of Offenders Act (1974)). If you do not have any convictions please state 'none'. A conviction will not automatically debar you from appointment.

All information is treated in the strictest of confidence and used only for recruitment purposes.

Nature of offence	
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Date	
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Sentence or court order with costs	
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# Returning your application



Thank you for taking the time to complete this application form.

Please ensure you have completed the application form in full and signed and dated the declaration section. We can ensure you that all information supplied is treated in the strictest of confidence.

We would like to wish you every success with your application.

Please return your completed form to:

The Resourcing Team, Human Resources,  
East Midlands Trains, The Academy, Hudson Way,  
Pride Park, Derby DE24 8HS