



Job Specification

Position: **Delivery Driver (Part Time/ Permanent)**

Duties Include:

- Collection of prescriptions from local and surrounding surgeries
- Delivery and collection of prescriptions to customers
- Delivery and collection of prescriptions between branches if required
- Other duties as required

Essential Requirements:

- Full, clean UK driving licence
- Own vehicle
- Good knowledge of local and surrounding area
- Good attendance and punctuality
- Flexibility to work additional hours as required
- Eligible to work in the UK.

Desirable Requirements:

- 6 Months previous driving experience / in a similar position

Location:

This position will be based at our Oban Branch 16 George Street, Argyll PA34 5SB. Applicants should be flexible to travel and cover other areas as required.

Duration:

This position is part time and Permanent, Working 12 hours (4 hours per day) / 3 days per week. The successful candidate must be available to work Monday / Wednesday and Friday each week and additional hours to cover job share holidays or peak periods as required.

FOR OFFICE USE ONLY

REF NO:

DATE REC:

INT DATE:



APPLICATION FORM

DELIVERY DRIVER

PART TIME / PERMANENT

OBAN BRANCH

NAME:

CLOSING DATE: WEDNESDAY 22 MARCH 2023

Please Complete and return to:

**Recruitment
Gordons Chemists
74 Scarva Road
Banbridge BT32 3QD**

Or email: HR@gordons-chemists.com

Tel: 028 4066 9000

PART TIME PERMANENT DELIVERY DRIVER OBAN BRANCH

Please complete this application form in block capitals and black ink

PERSONAL INFORMATION

Surname

Title

Forename (s)

Date of Birth

Home Address

.....
.....
.....
Postcode:
Tel No: Mobile No:

E-Mail Address:

Do you have a current Driving Licence?

Will you have access to a car?

QUALIFICATIONS OBTAINED

Please give details of qualifications gained at G.C.S.E/A level (or equivalent)

Date	Name of Institution	Examinations Taken			
		Subject	Date	Level	Grade
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.....
.....

FURTHER EDUCATION AND PROFESSIONAL QUALIFICATIONS

Please give details of Colleges, Universities etc. attended

Name of Institution	Dates Attended	Course Taken	Qualification Obtained
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If you are invited to interview are there any adjustments that you require?

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Do you need a work permit / visa to work in this country? **Yes / No**

If yes please provide details including any limitations / conditions on the work permit.

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CONVICTIONS

Have you been convicted of any driving offences? **Yes / No**

Are you facing any criminal prosecutions? **Yes / No**

Have you received a caution in the last 5 years? **Yes / No**

Have you been convicted of any criminal offences which are not yet spent under the rehabilitation of Offenders Act, 1974? **Yes / No**

If 'Yes' to the questions above, please provide further details:

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REFEREES

Please supply two referees who may be contacted to provide a reference. For example a previous employer, please note they should not be a relative.

Name
Address
.....
Tel No
Email address
Relationship to you

Name
Address
.....
Tel No
Email address
Relationship to you

Information that you give will be treated confidentially and no job reference will be sought from your present or past employers without your prior permission.

DECLARATION

I declare that to the best of my knowledge the information on this form is correct and can be treated as part of any subsequent contract of employment. Failure to complete the application form/application form not arriving before the set closing date may result in my application not being shortlisted for interview and failure to disclose information or provide deliberate false information may result in disciplinary action being taken against you.

By completing and signing this application form including monitoring form, you are providing consent for Gordons Chemists to hold your personal data on file for the purpose of recruitment and compliance with our statutory obligations. For more information on how we use your data, please refer to our Privacy Notice on our website www.gordonsdirect.com.

Applicants Signature.....

Date