



## JOB APPLICATION FORM

### Sales & Marketing, Business Development Manager

Note:

We thank you for your application, however we would ask you to now complete the above as it allows us to review all applicants in a standard format. Any areas already addressed in your CV need not be repeated

Please return to [johnhanlon@sturdyproducts.com](mailto:johnhanlon@sturdyproducts.com)

<b>PERSONAL DETAILS</b>	
NAME	
ADDRESS	
FAMILY DETAILS (IF YOU WISH TO FURNISH, NOT OBLIGATORY)	
PHONE NOS INCLUDE MOBILE	
DATE OF BIRTH	
E-mail address	
<b>QUALIFICATIONS</b>	
GIVE DETAILS OF ANY THIRD LEVEL EDUCATION	
GIVE DETAILS OF ANY OTHER QUALIFICATIONS	
GIVE DETAILS OF ANY PART-TIME – EVENING COURSES UNDERTAKEN AND RESULTS	
<b>ACCOUNTS EXPERIENCE/ P&amp;L Responsibility</b>	
ARE YOU FAMILIAR WITH DEBTORS / CREDITORS LEDGER	
Are You familiar with creating invoices/ VAT or Custom Duty controls	
HAVE YOU EXPERIENCE IN A GROSS PROFIT ANALYSIS SYSTEM	
UP TO WHAT STAGE IN ACCOUNTS ARE YOU COMFORTABLE WITH:	RECONCILIATION OF DEBTORS / CREDITORS  UP TO TRIAL BALANCE  PRODUCTION OF P & L  NONE OF THE ABOVE
<b>COMPUTER LITERACY</b>	
GIVE DETAILS OF COMPUTER SOFTWARE YOU ARE FAMILIAR WITH	
Details of your KNOWLEDGE OF DATA BASE SYSTEMS	
<b>MECHANICAL KNOWLEDGE</b>	
HOW MECHANICALLY MINDED ARE YOU,	

WHAT LEVEL ARE YOU COMFORTABLE WITH	
	<b>SUPERVISORY / PERSONNEL EXPERIENCE</b>
GIVE DETAILS OF SUPERVISORY EXPERIENCE, STAFF NUMBERS ETC.	
WERE YOU RESPONSIBLE FOR APPRAISALS / REVIEWS	
	<b>SALES MANAGEMENT EXPERIENCE</b>
WHAT EXPERIENCE DO YOU HAVE IN CONTROLLING A Sales Team	
What experience have you had with regard to Tele- sales	
What experience do you have with regard to e-marketing and how did you manage this	
WHAT EXPERIENCE DO YOU HAVE IN CONTROLLING A Marketing Function within a company	
WHAT EXPERIENCE DO YOU HAVE IN THE OPERATION OF ISO 9002	
What experience have you had in developing New Markets and Sales therein	
WHAT WAS YOUR GREATEST BUSINESS RELATED ACHIEVEMENT TO DATE	
What was your biggest failure in your career	
WHAT DO YOU BELIEVE ARE THE KEY FACTORS IN RUNNING A SUCCESSFUL MANAGEMENT FUNCTION WITHIN ANY ORGANISATION	
WHAT LEVEL OF REPORTING HAVE YOU HAD TO COMPLETE IN PREVIOUS POSITIONS & WHAT FORMAT WAS IT PRESENTED IN	
How would you approach this role within our company	

**REMUNERATION**

What is your expectation that your remuneration package would be if offered this position , and what way	
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would this be structured	
What type of car do you currently drive and how many work miles per year do you cover	
	<b>Country Knowledge</b>
Are you familiar with all of UK, if not what areas have you good Knowledge in	

<b>WORX EXPERIENCE</b>	
PLEASE FILL OUT FOR YOUR LAST THREE POSITIONS	
	POSITION 1                      POSITION 2                      POSITION 3
COMPANY NAME	
POSITION HELD	
REPORTING TO (NAME/POSITION)	
YEARLY REMUNERATION PACKAGE	
REASON FOR LEAVING	
<b>REFERENCES</b>	
PLEASE LIST THREE REFERENCES, TWO OF WHICH MUST BE WORK RELATED, STATING WHAT THE RELATIONSHIP IS AND INCLUDE A PHONE NUMBER	1.  2.  3.
<b>OUTSIDE INTERESTS</b>	
TELL US WHAT OUTSIDE HOBBIES – INTERESTS YOU HAVE   WOULD YOU REGARD YOURSELF AS: (PLEASE TICK)	TEAM PLAYER      TEAM LEADER      INDEPENDENT OPERATOR
<b>ANY OTHER RELEVANT INFORMATION WHICH YOU WOULD LIKE TO TELL US</b>	
ANY HEALTH ISSUES YOU WOULD LIKE US TO BE AWARE OF  DO YOU SMOKE  DO YOU HAVE A CLEAN DRIVERS LICENCE WHAT TYPE AND COUNTRY OF ISSUE	

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_