

APPLICATION FORM

Position applying for:	Potential start date:	Salary expectations:
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Christian names in full:	Surname:	Surname at birth (if different):
Address:		
Postcode:		
Home telephone:		
Mobile telephone:		
Email address:		
Nationality:		
National Insurance Number:		
Are you legally eligible to be employed in the UK?	Yes	No
Do you require a work permit to work in the UK?	Yes	No
Give details of any unspent convictions that you may have (as in association with the Rehabilitation of Offenders Act 1974)		

Office use
Date application received:
Position:

Education and training

Secondary school, college, university details:

Details and results of any examinations taken

Any craft or other training including professional memberships

You are required to supply certificates to confirm the qualifications noted above.

Employment history

Present/previous employer _____

Address _____

Postcode _____

Job title _____

Brief description of duties

Rate of pay £ _____ per hour/annum

Date employed: from to

Notice period _____

Reason for leaving

No approach will be made to your present employer before an offer of employment is made to you.

Tell us about your previous employment and the skills you used and/or learned in those jobs.

Tell us why you applied for this position and why you think you are the best person for the role.

Do you consider yourself to have a disability?

Yes No

Please tell us if there are any 'reasonable adjustments' we can make to assist you in your application or with our recruitment process

Please tell us if there are any dates when you will not be available for interview

I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

Signature Date

Use this space to provide more information to back up your application for the role you are applying for – i.e. examples of exceptional guest service, dealing with complaints, team work etc