



# APPLICATION FORM

**New Country Inns, Head Office, Elmhirst Lane, Dodworth, Barnsley, S75 4LS**

I would like to apply for a job at New Country Inns - **Barnsley**  **Selby**  (Please Tick)

Surname:	Forename(s):
Home address:	Contact Nos. Day:
Postcode:	Evening:
NI number: _____ <small>Your employment is subject to provision of your NI number</small>	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of birth:	NB We only employ school leavers from the last Friday in June of the academic year in which they are 16 years old
How would you get to work?	

## YOUR AVAILABILITY

Please indicate with a **✓** when you can and a **X** when you cannot work

Time/Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning							
Afternoon							
Evening							

**Due to the nature of our business, you will be required to work during our busy times and festive periods**

Are you prepared to work during these times?	<input type="checkbox"/> YES <input type="checkbox"/> NO
When can you commence work with us?	
<b>Do you have any pre-booked holidays?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO
How many hours work are you looking for? _____	How many days? _____

**Role applied for (please ✓ box)**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Bar Team Member       | <input type="checkbox"/> Kitchen Team Member     | <input type="checkbox"/> Head Housekeeper   |
| <input type="checkbox"/> Bar Supervisor        | <input type="checkbox"/> Kitchen Supervisor/Chef | <input type="checkbox"/> Reception Team Member  |
| <input type="checkbox"/> Kids Play Area Member | <input type="checkbox"/> Restaurant Team Member  | <input type="checkbox"/> Night Porter   |
| <input type="checkbox"/> Kids Play Area Leader | <input type="checkbox"/> Restaurant Supervisor   | <input type="checkbox"/> Reception Supervisor   |
| <input type="checkbox"/> Kitchen Manager       | <input type="checkbox"/> Hotel Room Attendant    | <input type="checkbox"/> Other <input style="width: 100px; height: 20px;" type="text"/> |

## WORK HISTORY

Please provide details, starting with your most recent employment. You may also include any work history. If you have any additional information, please attach a copy of your CV.

Name, address and telephone number of employer (s)	From	To	Job title & responsibilities	Wages

## Your qualifications/skills

Please provide details. If you have any additional information, please attach a copy of your CV.

School/College/University	From	To	Qualifications

Please provide details of any other skills that you feel are relevant to your application: (eg. Child care experience/languages/cooking skills)

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Please detail hobbies, interests and any other clubs or society memberships:

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## REFERENCES

Please give the names and addresses of your 2 most recent employers to whom we will apply for employment references and choose one personal referee who has known you well for more than 2 years (e.g. doctor, teacher etc)

Name	Their relationship to you	Address	Phone number

Can we take up these references now?  YES  NO

# ABOUT YOU

Why would you like to join our team?

Why do you think you are suitable to join our team?

## EQUAL OPPORTUNITIES

We are an Equal Opportunities employer and as such do not discriminate on grounds of gender, race, religion, age, marital status, sexual orientation or disability. Please help us ensure the effectiveness of our policy on Equal Opportunities by indicating the following:

Do you consider yourself to have a disability?       YES       NO

If yes, what is the nature of your disability?

(please advise us if you require any special arrangements during the recruitment/interview process)

**In order to comply with the recommendation from the Commission for Racial Equality, and to help us ensure that our Equal Opportunities policy is upheld, please describe your ethnic origin**

British    European    Caribbean    African    Oriental    Asian    Other  

**All employees are obliged to provide original documentation of their right to work in the UK prior to commencing employment.**

	Yes	No
<b>If you do not originate from the European Community, do you have the right to work in the UK?</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Are there any restrictions on your right to work in the UK?</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Do you have a work permit to work in the UK?</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Have you ever been convicted of a criminal offence or do you have pending court offences?</b>	<input type="checkbox"/>	<input type="checkbox"/>

If yes, please give details:

New Country Inns Ltd. aims to promote equality of opportunity for all with the right mix of talent, skills and potential. New Country Inns Ltd. welcomes applications from diverse candidates. Criminal records will be taken into account for recruitment purposes only when the conviction is relevant. Unless the nature of work demands it, you will not be asked to disclose convictions which are 'spent' under the Rehabilitation of Offenders Act 1974. Having an 'unspent' conviction will not necessarily bar you from employment. This will depend upon the circumstances and background to your offence(s).

As New Country Inns Ltd. meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants required to work with children who are offered employment will be subject to an enhanced criminal record check from the Criminal Record Bureau before the appointment is confirmed. This will include details of cautions, reprimands or final warnings, as well as convictions.

## DECLARATION

**I confirm that the information given by me is correct to the best of my knowledge. I understand that the company reserves the right to withdraw their offer of employment or terminate employment already commenced if the information given by me is inaccurate or misleading in any way. Any job offer is conditional upon receipt of satisfactory references, medical reports and in certain cases, criminal records checks from the Criminal Records Bureau**

<b>Signature</b>		<b>Date</b>	
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### How did you hear about the vacancy?

<input type="checkbox"/> Recommendation	<input type="checkbox"/> Banner
<input type="checkbox"/> Job Centre	<input type="checkbox"/> Website
<input type="checkbox"/> Newspaper	<input type="checkbox"/> Other
<input type="text" value="Please specify"/>	

For office use only	
Date application received	<input type="text"/>
Contact for interview	Yes <input type="checkbox"/> No <input type="checkbox"/>
Interview date/time	<input type="text"/>