**Team Member Application Form**

**Please ensure that all parts of the application are completed in BLOCK CAPITALS**

**We would love to know more about you...**

|  |  |  |  |
| --- | --- | --- | --- |
| First Name:  | --------------------------------------------------- | Last Name:  | ----------------------------------------------------------- |
| National Insurance number:  | 🞎🞎🞎🞎🞎🞎🞎🞎🞎  |  |
| Address:  --------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- |
| Email:  -------------------------------------------------------------- |  | Mobile No:  | --------------------------------------------------------- |
|  |  |  |  |  |  |  |  |  |  |
| Permanent Address: (If different from the above) : -------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------- |
|  |  |  |  |  | Home Tel:  | ------------------------------------------------------------- |
| Date of Birth: \_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_\_ |
|  |  |  |  |  |  |  |  |  |  |
| Eligibility to work in the UK & Ireland: You must bring the original documentation if invited to an interview as evidence of your entitlement to work in this country. Failure to do so will invalidate your application. *Please confirm which of the following you have*:  |
| 🞎 British Passport or UK birth certificate & letter | 🞎 Certificate of registration / naturalisation as a British Citizen |
| 🞎 Passport showing right to live & work in the UK  | 🞎 EEC passport or identity card plus required work registration letter |
| 🞎 Non-European passport with relevant work visa | 🞎 Any other document that supports your eligibility to work in the UK |

**Where would you be willing to work? *Tick all that apply***

|  |  |  |
| --- | --- | --- |
| 🞎 Housekeeping | 🞎 Chef | 🞎 Waiting Team Member |
| 🞎 Cleaner  | 🞎 Kitchen Porter | 🞎 Bartender |
| 🞎 Laundry Attendant | 🞎 Receptionist | 🞎 Duty Manager |

**Have you got what it takes to be a great Team Member?**

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| --- |
| Tell us 3 top qualities you have that will make you a great Team Member |

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| Tell us 3 ways you will deliver world class service to our customers:  |

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| --- |
| How does the role you are applying for with The MacDonald Hotel fit into your career / future?  |

**When would you be available to work?**

|  |  |  |
| --- | --- | --- |
|  | **From**  | **To** |
| **Thursday** |  |  |
| **Friday** |  |  |
| **Saturday** |  |  |
| **Sunday** |  |  |
| **Monday** |  |  |
| **Tuesday** |  |  |
| **Wednesday** |  |  |

**What have you been studying?** List below your last 2 places of education / training, starting with the current or most recent.

|  |  |
| --- | --- |
| Name & address of school or college | Qualification achieved or being studied |
|  |  |
|  |  |

**What have you been up to?** List below your last 3 employers, starting with the current or most recent. Don’t worry if this is your first job you will have a chance to share what else you have been involved in further down the application.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of employer and type of business:  | Position:  | Rate of pay: | Dates of employment:  |
| What were your duties?  | Reason for leaving: |
| Manager’s Name:  | Telephone no:  | Email: |
|  |  |  |
| Name of employer and type of business:  | Position: | Rate of pay: | Dates of employment:  |
| What were your duties?  | Reason for leaving: |
| Manager’s Name:  | Telephone no:  | Email: |
|  |  |  |
| Name of employer and type of business:  | Position | Rate of pay: | Dates of employment:  |
| What were your duties?  | Reason for leaving: |
| Manager’s Name:  | Telephone no:  | Email: |

**What else have you been involved in...**(for example Community work /sports teams/work experience)

|  |
| --- |
|  |

**Are you coming back to us?** (If you have previously worked for us, please tell us when and your reason for leaving)

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|  |

**What’s missing?** Were there any gaps between any of the above jobs listed? If so, how long and why?

|  |  |  |
| --- | --- | --- |
| Length of gap: | Between which employers: | Reason: |
|  |  |  |
|  |  |  |

**Who’ll vouch for you?** Please give us the names of 2 people (not related to you), who can be contacted to provide a reference for you. At least one should be work related. If this is your first job, please give a tutor / lecturer’s name.

|  |  |  |  |
| --- | --- | --- | --- |
| Name: | Telephone Number: | Email: | How do you know this person?  |
|  |  |  |  |
|  |  |  |  |

**Now for the formal part:**

|  |
| --- |
| Have you ever been convicted of a criminal offence which is not a spent conviction within the terms of the Rehabilitation of Offenders Act 1974? If yes, please give full details. |
|  |
| My signature confirms that all the information given on this application form is true and complete. I understand that any falsification or deliberate omissions may disqualify my application or lead to my dismissal. I confirm that I am entitled to work in the UK & Ireland and can provide original documentation to confirm this. I understand that my employment is subject to references that are satisfactory to Purple Grouse Limited. Signed: Date:  |

Thank you for applying to join our team!

Please return this application to the Hotel or email to hello@macdonaldhotel.co.uk