

"Please consider me for a job..."

# @RoyalPier

## EMPLOYMENT APPLICATION FORM

Job Details:	
<b>Position applied for:</b>	<b>Expected Hourly Pay: £</b>
Where did you hear about this vacancy?	
<input type="checkbox"/> Royal Pier website	<input type="checkbox"/> Twitter/local radio/newspaper (please delete inapplicable)
<input type="checkbox"/> Employee (name) .....	<input type="checkbox"/> Other (please state) .....
Are you looking for full time or part time employment? (please specify a minimum and a maximum no. of hours needed)	

About me:	
Name:	
Address:	Daytime tel. no.:
	Evening tel. no.:
	Date of Birth:
Post Code:	Email:
Do you have the right to work in the UK without restriction? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Visa Details:	

Education and Qualifications:	
Secondary Schools attended	Qualifications obtained including grades

Colleges / Universities attended	Qualifications obtained including grades

<b>Work History:</b>	
<b>Present or most recent employment</b>	
Employers Name:	
Address:	Job Title:
	Reason for leaving:
	Period of notice required:
Post Code:	Pay:
Please give details of your main duties and responsibilities:	

Tick box if you do not wish your employer to be contacted before an offer of employment is made	<input type="checkbox"/>
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<b>Previous employment</b>	
Employers Name:	
Address:	Job Title:
	Reason for leaving:
Post Code:	Hourly rate of pay/salary:
Please give details of your main duties and responsibilities:	

<b>Other employment</b>		
Employer	Job Title	Reason for leaving

<b>Please provide any supporting information you feel makes you best suited to the job.</b>

*Continue on reverse if necessary*

<b>References:</b>	
Please give details below of <b>two</b> people who we can contact for a confidential assessment of your suitability for this role. These should be your two most recent employers. Personal references should only be given where there is no previous employer. Please note referees must not be related to you.	
Name:	Name:
Address:	Address:
Post Code:	Post Code:
Contact Number:	Contact Number:
Occupation:	Occupation:

<b>Additional information:</b>	
Are you in good health?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please give further information:	
Are you a registered disabled person?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please give registration number:	
Please tell us about any adjustments we may need to make to assist you at interview:	
Have you ever suffered any serious illness or had any major operation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please give details:	
Do you require any particular arrangements for an interview?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please give further information:	
Have you ever worked for the Royal Pier?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, what was your reason for leaving?	
Do any friends or members of your family currently work at the Royal Pier?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please give names:	
Do you have a current full driving licence?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your licence have any current endorsements? If yes, please give further information:	
Please list your interests and hobbies:	

<b>Availability:</b>	
Please give details of any holidays arranged:	
Are you available throughout each break in the UWA Academic Year e.g. Easter, Summer, Christmas and New Year?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please give further information and dates:	
Do you have any commitments which may limit your working hours?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please give details. (e.g. hobbies, societies, voluntary work)	
Are you willing to work between the hours of 22:00 and 04:00 on weekdays and/or between 23:00 and 06:00 at weekends?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been convicted of a criminal offence? If yes, please give details.	<input type="checkbox"/> Yes <input type="checkbox"/> No

### **DECLARATION OF APPLICANT**

**Before signing below, please be sure to read through carefully what you have written, and check that you have filled in all of the sections correctly. Your signature will be taken as:**

Acknowledgement that all the information you have provided is truthful and not misleading.  
Your understanding that any offer of employment is subject to the receipt of satisfactory references and your permission for us to approach your referees and previous employers to obtain references.  
Confirmation that you agree that your personal details can be held, and processed, by Don Leisure Ltd. in accordance with the Data Protection Act 1998.

Authorisation that your personal details, may, from time to time, be passed to 3<sup>rd</sup> parties (such as the Employment Services) as part of our recruitment procedures.

Understanding that any false information or deliberate omissions will disqualify you from employment or may render you liable for dismissal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return your application to:

**Royal Pier, Marine Terrace,  
Aberystwyth SY23 2AZ.**

Due to the large number of applications received, sadly we are unable to respond to all applicants. If you have not heard from us within a 4 week period of submitting your form, please assume regrettably that on this occasion it has either been unsuccessful or staffing levels are sufficient.

**Thank you for your interest in our company.**

ATTACH RECENT  
PHOTO HERE PLEASE

An application can be deemed incomplete without a photo and remain unconsidered.

A photo is required to avoid selecting for interview any person who is known to us by face - and not name - who may have been disruptive when frequenting our premises and/or excluded for genuine reasons relating to crime and disorder.