

**THE ANGEL HOTEL**



**APPLICATION FOR EMPLOYMENT**

Please use block capitals throughout

APPLICATION DETAILS										
Position(s) applied for:	Date of application:									
First name(s) and Surname (include title):	Date of birth (if under 18 years old)									
Address:  _____  _____  Postcode : _____	E-mail address:									
	Home Tel No. (incl. STD code) and Mobile No.:									
	National Insurance Number: <table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> <td style="width: 20px;"> </td> </tr> </table>									
GENERAL INFORMATION										
Date available for work:    /    /  State notice period if currently in work. Have you been employed by this company before?  Yes <input type="checkbox"/> No <input type="checkbox"/>  If yes, please give details & reason for leaving:  _____  _____  Please give any details of any special arrangements or adjustments you would require to enable you to participate in our selection process effectively  If yes, please give brief details:  _____  _____  _____	What means of transport do you have to enable you to accept this position if offered  _____  Are you legally eligible for employment in the UK?  Yes <input type="checkbox"/> No <input type="checkbox"/>  If you are <b>not</b> a UK or European Union national check, please state your work permit number:  _____  Do you have a criminal conviction (actual or suspended)?  Yes <input type="checkbox"/> No <input type="checkbox"/>  If yes, please give brief details:  _____  _____  _____									



**CONFIDENTIAL**

**REFERENCES**

Please give below details of people who are willing to give a reference & tick to indicate when we may contact them:

At any time

Only as part of a job offer

Name	How long have you known this person and in what capacity?	Company Name and Address or email(if known)	Telephone No. (incl STD code)

**ADDITIONAL INFORMATION**

Please list any additional information in support of your application


**CONFIDENTIAL**

Please return completed form to:

**DECLARATION & DATA PROTECTION ACT 1988**

I agree and understand that any misrepresentation by me on this application form will be sufficient cause for cancellation of this application and/or termination from the employer's service if I have been employed.

I give the employer the right to investigate all references and to secure additional information about me, if relevant to the job. I hereby release from liability the employer and its representatives for seeking such information and all other persons, corporations or organisations for furnishing such information.

We believe in equal opportunity for all, and do not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant's consideration for employment on a basis prohibited by law.

Information provided by you as part of your application will be used in the recruitment process. Any data about you will be held securely with access restricted to those involved in dealing with you application and in the recruitment process. Once this process is completed the data relating to unsuccessful applicants will be stored for a maximum of 12 months and then destroyed. If you are the successful candidate, your application form will be retained and form the basis of your personal record.

**Applicant's signature** \_\_\_\_\_ **Date**     /     /

HR Department  
The Angel Hotel  
3 Angel Hill  
Bury St Edmunds  
Suffolk  
IP33 1LT  
Email : recruitment@theangel.co.uk