



APPLICATION FORM

PLEASE COMPLETE IN CAPITAL LETTERS

Position applied for:

Surname: First names:

Address:

Email Address: Post Code:

Date of birth: Name and address of next of Kin:

Home telephone No.: Mobile No.:

National insurance No.: Holder of a current driving licence: Yes No

Criminal Convictions: Other than spent convictions (defined under the rehabilitation of offenders act 1974) and minor motoring offences for which the penalty was a fine and/or penalty points, have you ever been convicted of a criminal offence, or are there any criminal charges outstanding against you?

YES <input type="checkbox"/>	If yes please give details
NO <input type="checkbox"/>	

If you are invited to interview you will be asked to give details of any criminal convictions (and outstanding criminal charges). Unless the nature of the work demands it, you will not be asked to disclose convictions which are spent under the rehabilitation of offenders act 1974. Criminal records will be taken into account for recruitment purposes only when the conviction is relevant. Having any unspent convictions will not necessarily bar you from employment, this will depend on the circumstances and background to your offence(s).

Are you eligible for employment in the United Kingdom? Please tick YES NO

Do you require a work permit? Please tick YES NO

Do you have a work permit? Please tick YES NO Issue date: Expiry date:

EDUCATION HISTORY

From	Dates To	NAME OF SCHOOL & ADDRESS	EXAMINATIONS TAKEN & RESULTS
From	Dates To	NAME OF COLLEGE & ADDRESS	COURSE, EXAMINATIONS TAKEN & RESULTS

EMPLOYMENT HISTORY

Dates		NAME & ADDRESS OF EMPLOYER	POSITION HELD AND DUTIES
From	To		

SPARE TIME ACTIVITIES: Please give details of your hobbies and interests

Please tell us about yourself, why you are applying to join Concord Hotels and why you feel you are suitable for the post:

If you consider that you are disabled or disadvantaged by an impediment, please let us know prior to any interview of any way in which we can facilitate the interview process.

Date available for interviewDate available to commence if selected

I understand that the completion of this form does not guarantee employment. I clarify that the information given is true and accept that any mis-statement or suppression of material may mean the cancellation of any appointment which is also made subject to the receipt of satisfactory references.

Applicants Signature DATE

Concord Hotels are an equal opportunities employer