

Hello
there.

People are naturally at the very heart of our business.

And yes, we are looking for people with solid and reliable experience. But more than that, we want to discover and embrace people that will thrive on the excitement and not shy away from shaping our future. We also recognise this as a great chance to come on board while we are so young and pioneering.

I realise, in part, this form might appear fairly dry, but we've tried to leave enough scope for you to shine a little too. So, please take the time to let us get to know the real you.

We'd love to hear.

Jonathan Dawson

Operations Director
Chapter Hotels

About you

Information for filling the form

1. Please carefully read all questions and fill in all the answers.
2. Please attach your CV if possible.

Your Details

Name: _____

Surname: _____

Address: _____

Postcode: _____

Telephone (Home): _____

Telephone (Mobile): _____

Email: _____

Nationality: _____

National Insurance No: _____

DOB: ____ / ____ / ____ (if applying for a job in Restaurant and Bars or Kitchen)

Are you able to work full time? Yes / No

If no, specify what days/hours you can work _____

Can you start working immediately? Yes / No

If no, when can you? _____

Do you have any relatives working for the company?

Yes / No

If yes, please state who _____

Have you ever been dismissed or asked to resign by any of your employers? Yes / No

Have you ever been convicted of a criminal offence, other than a spent conviction under the rehabilitation of offenders Act 1974?

Yes / No If yes please state _____

Job position you are applying for

1. _____

2. _____

Eligibility

For non British and non EEC National

Date of entry into the UK? ____ / ____ / ____

Intended length of stay: _____

Do you have a work permit? Yes / No

If yes what type? _____

Work permit number: _____

Expiry Date: ____ / ____ / ____

Your previous employment

Current Employers details (1)

Dates of employment: ____ / ____ / ____ to ____ / ____ / ____

Company name: _____

Nature of Employer: _____

Positions Held: _____

Duties: _____

Reason for Leaving: _____

Employment details (2)

Dates of employment: ____ / ____ / ____ to ____ / ____ / ____

Company name: _____

Nature of Employer: _____

Positions Held: _____

Duties: _____

Reason for Leaving: _____

Employment details (3)

Dates of employment: ____ / ____ / ____ to ____ / ____ / ____

Company name: _____

Nature of Employer: _____

Positions Held: _____

Duties: _____

Reason for Leaving: _____

Employment details (4)

Dates of employment: ____ / ____ / ____ to ____ / ____ / ____

Company name: _____

Nature of Employer: _____

Positions Held: _____

Duties: _____

Reason for Leaving: _____

Please outline any other skills, aptitudes or experiences you have which are relevant to your application for this position:

The position applied for:

What is your salary expectation? _____

Why do you want to leave your current job? _____

How did you hear of this position? _____

Your previous education

Education details (1)

Start date(month/year): _____

Finish date(month/year): _____

Name/ Address of school, university, college:

Subject(s) studied: _____

Qualifications: _____

Education details (2)

Start date(month/year): _____

Finish date(month/year): _____

Name/ Address of school, university, college:

Subject(s) studied: _____

Qualifications: _____

Education details (3)

Start date(month/year): _____

Finish date(month/year): _____

Name/ Address of school, university, college:

Subject(s) studied: _____

Qualifications: _____

Education details (4)

Start date(month/year): _____

Finish date(month/year): _____

Name/ Address of school, university, college:

Subject(s) studied: _____

Qualifications: _____

A little more personal

Don't worry, there are no trick questions here. There are also no right or wrong answers. We just want to get a little closer to you as a person. Feel free to write as much or as little as you feel comfortable.

What's the best piece of advice you ever been given?

What's been your most inspired moment at work?

Everyone is different. What in particular do you believe makes you unique?

What's your favourite colour, and why?

Just to speed up the process for us please ring your size.

NOTE: If your waist and hip measurement do not fall under the same size, please order the garment that corresponds to the largest size. For example: If your waist measures 32" and your hips measure 45", then please order size 18.

Ladies Jacket & Ladies Blouse:

Size:	6	8	10	12	14	16	18	20
To Fit Chest:	30" - 31"	32" - 33"	34" - 35"	36" - 37"	38" - 39"	40" - 41"	42" - 43"	44" - 45"

Ladies Trousers:

Size:	6	8	10	12	14	16	18	20
To Fit Waist:	23" - 24"	25" - 26"	27" - 28"	29" - 30"	31" - 32"	33" - 34"	35" - 36"	37" - 38"
To Fit Hips:	33" - 34"	35" - 36"	37" - 38"	39" - 40"	41" - 42"	43" - 44"	45" - 46"	47" - 48"

Men's Jacket:

To Fit Chest:	34"	36"	38"	40"	42"	44"	46"	48"	50"	52"
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Men's Shirt:

To Fit Neck:	14½"	15"	15½"	16"	16½"	17"	17½"	18"	18½"	19"
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Men's Trousers:

To Fit Waist:	28"	30"	32"	34"	36"	38"	40"	42"	44"	46"
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References

Once we have received references (these won't be taken up until after your interview) we will be able to make a job offer and we may wish to contact your former employers to do that. But we won't contact your current employer unless you say it's alright to do so. If this is your first job, please give us 2 professional referees we can contact. Naturally, all correspondence is confidential.

Referee (1)

Name: _____

Position: _____

Company/College: _____

Address: _____

Postcode: _____

Telephone: _____

Email: _____

Referee (2)

Name: _____

Position: _____

Company/College: _____

Address: _____

Postcode: _____

Telephone: _____

Email: _____

Applicant's declaration

I confirm that my answers to all questions in this application for employment are correct and true and that I have not knowingly omitted any fact or circumstance that would, if disclosed, affect my application. I understand that any deliberate omission or misleading statement may be sufficient grounds for cancelling any employment agreement made with the Company. I consent to the Company taking up former references.

Signature _____

Date: ____ / ____ / ____

Please return (don't forget to include your CV) to:

jonathandawson@swirehotels.com

Thanks for taking the time.
We'll be back to you shortly.