



APPLICATION FOR EMPLOYMENT

The information supplied on this form will be treated as STRICTLY CONFIDENTIAL
 The Whistledown Hotel, 6 Seaview, Warrenpoint, Co. Down N. Ireland BT34 3NH

Position applied for: <input checked="" type="checkbox"/> RESTAURANT <input type="checkbox"/> BAR <input type="checkbox"/> CHEF <input type="checkbox"/> HOUSEKEEPING <input type="checkbox"/> KITCHEN PORTER <input type="checkbox"/> OTHER _____	Date of Application: / /
First Name: _____ Surname: _____ Date of Birth: _____	Nat. Ins. No: _____
Postal Address: _____ Post Code: _____ Email: _____	Tel No: _____ Mob No: _____
Please state the date you would be able to start: _____ Please indicate: Full-time Part-time Please state your holiday commitments for the next six months: _____	Salary Expected: £ _____
Are you legally eligible for employment in the UK? Yes No Do you require a permit to work in the UK? Yes No	

EDUCATION

DATES	SCHOOL/COLLEGE/UNIVERSITY	QUALIFICATIONS GAINED

PREVIOUS EMPLOYMENT (starting with the most recent)

FROM	TO	EMPLOYER/POSITION HELD	SALARY	REASON FOR LEAVING

REFERENCES - Please give two references who can comment on your work ability, one of whom should be your present/most recent employer.

(A) Present/Most Recent Employer - Experience	(B) Second Referee - Character
Name: _____	Name: _____
Address: _____	Address: _____
Position: _____	Position: _____
Telephone: _____	Telephone: _____
References will normally be taken up for shortlisted applicants. Please tick the appropriate box if this is not convenient. A <input type="checkbox"/> B <input type="checkbox"/>	

INTERESTS / LEISURE ACTIVITIES

I confirm that the information given in this application to be true and accurate. Signed: _____

FOR OFFICE USE ONLY

Notes:			
Intv:	T/S Offered	Y/N	Date:

PRIVATE & CONFIDENTIAL

EQUALITY OF OPPORTUNITY

We are an Equal Opportunities employer. We do not discriminate on grounds of religious belief or political opinion. We practice equality of opportunity in employment and select the best person for the job.

In the following questionnaire we will ask you to provide personal information about yourself. We are doing this firstly to promote equality of opportunity in employment, and secondly, we monitor the community background and sex of our job applicants and employees in order to comply with our duties under the

Fair Employment & Treatment (NI) Order 1998.

You are not obliged to answer the questions on this form and you will not suffer any penalty if you choose not to do so. Nevertheless, we encourage you to answer the questions. Your identity will be kept anonymous and your answers will be treated with the strictest confidence. We assure you that your answers will not be used by us to make any unlawful decisions affecting you, whether in a recruitment exercise or during the course of any employment with us. To protect your privacy, you should not write your name on this questionnaire. The form will carry a unique identification number and only our Monitoring Officer will be able to match this to your name.

COMMUNITY BACKGROUND

Regardless of whether we practice religion, most of us in Northern Ireland are seen as either Catholic or Protestant. We are therefore asking you to indicate your community background by ticking the appropriate box below:

- I am a member of the Protestant community
- I am a member of the Roman Catholic community
- I am not a member of either the Protestant community or Roman Catholic community

NATIONALITY

Please state _____

SEX

Please indicate whether you are: Female Male

If you do not complete this questionnaire, we are encouraged to use the 'residuary' method which means that we can make a determination on the basis of personal information supplied by you in your application form/personnel file.

It is a **criminal offence** under the **Fair Employment (Monitoring) Regulations (NI) 1999** to knowingly give false answers to the above questions.

**Please return this form with your application form marked Private & Confidential, to:
The Monitoring Officer, The Whistledown Hotel, 6 Seaview, Warrenpoint, Co. Down BT34 2LE**

Ref: _____