



19 Ness Bank, Inverness
 Scotland IV2 4SF
 Tel: 01463 233065 Fax: 01463 241075
 www.thewatersideinverness.co.uk gm@thewatersideinverness.co.uk

APPLICATION FORM

Position applied for:..... Full time or Part time

Where did you hear of this vacancy:.....

PERSONAL DETAILS

Mr/Miss/MS/Mrs:..... Date of Birth:.....

Surname:..... Other names:.....

Address:.....

Telephone Numbers (home):..... (Mobile):.....

National Insurance Number:..... Nationality:.....

Do you require a work permit to work in the UK? YES NO

EDUCATION & TRAINING

| Secondary School/College/ University/Provider | Dates | | Qualifications gained with grade, if any |
|--|-------|------|--|
| | To | From | |
| | | | |

EMPLOYMENT HISTORY

Please give details of all positions held since completing your full time education, starting with your most recent position. If you have no employment record, include details of other work (eg voluntary work). Continue of separate sheet of paper if required.

| From | To | Employer | Position held and Key responsibilities | Reason for leaving |
|------|----|----------|--|--------------------|
| | | | | |

OTHER DETAILS

Please tell us why you applied and give examples of things you have done that make you particularly suited to the job

Have you ever been convicted of a criminal offence? YES NO
(declaration subject to the Rehabilitation of Offenders Act 1974)

If you have a disability please tell us about any adjustments we may need to make to assist you at interview:

Have you any forthcoming commitments, which require time off?

Do you have any illnesses or allergies which we need to be aware of incase of an emergency?
(food allergies, diabetic etc.)

REFERENCES

| | |
|---|--|
| Both references should be work related and include your present employment (or your most recent employer) or course tutor if currently a student. | |
| Name: | Name: |
| Position: | Position: |
| Address: | Address: |
| Telephone Number: | Telephone Number: |
| Email Address: | Email Address: |
| Do we have permission to contact this referee before the interview? YES <input type="checkbox"/> NO <input type="checkbox"/> | Do we have permission to contact this referee before the interview? YES <input type="checkbox"/> NO <input type="checkbox"/> |

I confirm that the information I have given in this application for employment, including any supporting documents, is correct and complete. I understand that failure to disclose any relevant information or the provision of false information will nullify any subsequent contract of employment.

Signature:.....Date:.....

Please forward all completed application forms to:

FAO: The General Manager
The Waterside Hotel
19 Ness Bank
Inverness IV2 4SF

All information given will be treated with complete confidence.