



Worcester Countryside Centre, Wildwood Drive, Worcester, WR5 2LG, 01905 766 492

Personal Details

Forename/s _____ Surname _____

Address _____

Postcode _____

Telephone No. (home) _____

Telephone No. (mobile) _____

Email address _____

National Insurance No. _____

Are you of school leaving age? YES / NO

How far do you live from the cafe? _____ How would you get to and from work? _____

Have you worked for The Orchard Cafe before? YES / NO

How did you hear about the job? _____

Next of Kin

Name _____

Relationship _____

Address _____

Telephone No. (home) _____

Post Code _____

Telephone No. (mobile) _____

Your Availability *Please indicate the times when you are available to work*

| Shifts | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|-----------------------------|--------|---------|-----------|----------|--------|----------|--------|
| Anytime | | | | | | | |
| Early mornings 7:30am - 4pm | | | | | | | |
| Mornings 9:00am – 3pm | | | | | | | |
| Afternoons 12:00 – 6pm | | | | | | | |

How many hours would you wish to work each week?

Could you work extra hours if required? YES / NO

Are you looking for Temporary _____ or Full-time _____ employment?

If temporary, when are you available? From _____ To _____

Please indicate when you would be available to start work _____

Please specify any dates, when you would NOT be available for interview _____

Interview Notes:

Present and Previous Employment Please include work experience details

| Employment dates | Name & address of employer <small>Please include full postal address and tel. No.</small> | Job title & duties | Reason for leaving |
|------------------|----------------------------------------------------------------------------------------------|--------------------|--------------------|
| | | | |
| | | | |
| | | | |

Do you have another job? YES / NO

If offered a position with The Orchard Cafe, will you continue to work for your other employer? YES / NO

If YES, please give details of days and hours currently being worked? _____

If you have no previous employment please give details of who to contact for a personal or educational reference

General Education and Training

| School/College/University | Subjects | Examinations/ Awards/Achievements |
|---------------------------|----------|--------------------------------------|
| | | |
| | | |
| | | |

Criminal Convictions

Have you ever been convicted of a criminal offence? YES / NO

If "YES", please give details (under the Rehabilitation of Offenders Act 1974, spent convictions need not be declared)

Health

Have you now or over the last seven days suffered from diarrhoea, vomiting or skin infection? YES / NO

Have you ever had or are you known to be a carrier of typhoid or paratyphoid and/or in the last 21 days have you been in contact with anyone suffering from either of those illnesses? YES / NO If 'Yes' please give details (use a separate sheet and attach to this form).

Declaration

The contents of the form are confidential. If you are successful it will form the basis of your records held by the Company.

I consent to the company recording my data and disclosing information contained on this form to third parties in order to assess this application, any subsequent employment and any matter relating to that employment. I also consent to the company contacting my present and/or previous employer or work experience provider for a reference. I understand that before any offer of employment is made, I must provide the company with confirmation of my eligibility to work in the UK. I certify that the information on this form is, to the best of my knowledge, true and complete. Any false statement may be sufficient cause for rejection or, if employed, dismissal.

Applicant's signature: _____ Date: _____