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APPLICATION FOR EMPLOYMENT

Date of Application _____ Position Applied for _____

Where did you learn of this vacancy? _____

(Mr/Miss/Mrs) Surname _____

First Name _____ Middle Name(s) _____

Address _____ Home Tel No: _____

_____ Post Code: _____

_____ Date of Birth: _____

Have you ever been employed by Cala Hotels? _____ Position _____

Dates _____

Education (Age 11 Years Upwards)

FROM	TO	SCHOOL/COLLEGE/ UNIVERSITY	QUALIFICATIONS GAINED

EMPLOYMENT HISTORY – (please list most recent first)

Present Employment

Name of Employer _____

Address _____

_____ **Dates** From/To _____

Position Held _____

Main Responsibilities _____

Reason For Leaving Present/last position _____

Previous Employment – (most recent first)

Name & Address of Employer	From	To	Position Held & Main Responsibilities	Reason for Leaving

Any other skills or training that you feel may be of benefit to your application:

Do You hold a current driving licence? Yes No

Have you been convicted of any driving offences in the last 3 years? Yes No

If Yes, please give details:

Do you have your own transport? Yes No

Have you ever been convicted of a felony or crime? Yes No

If Yes, please give details:

MEDICAL DOCUMENT

Are you currently receiving treatment for any long-standing illnesses? YES ____
NO ____

Have you suffered from an accident or illness that has, or may have a lasting effect on your health? YES ____ NO ____

Have you had more than 6 periods of sick absence lasting 2 days or more during the last year? YES ____ NO ____

Have you had more than 20 days sick absence in total during the last year?
YES ____ NO ____

Have you ever suffered a nervous breakdown or any mental illness? YES ____ NO ____

Would you like to add any comments to your answers? Please include any details of disabilities, allergy, epilepsy etc.

REFERENCES

Please give referees with your present/last employer and two previous employers. Your current employer will not be contacted without your permission and until such time as you have accepted your appointment.

<i>Name</i>			
<i>Position</i>			
<i>Company</i>			
<i>Address</i>			

I understand that my employment is subject to my application details proving correct and my references and health declaration proving acceptable and satisfactory.

Signed *Date*