

APPLICATION FORM



Creating **fun family** memories.

Seasonal Vacancy

Part A

To be completed in black ink, in own handwriting and returned by post to:

**The Human Resource Department, Drayton Manor Resort,
Near Tamworth, Staffordshire B78 3TW**

Or completed electronically and emailed to:

recruitment@draytonmanor.co.uk

Remember to File, Save As and create a new document.

Please note: Incomplete application forms will not be processed.

Job title

Personal details

Title

Name

Surname

Address

Postcode

Mobile no.

Home telephone no.

Email

National insurance no.

Are you eligible to work in the UK? Yes ☐ No ☐

If you have a work permit please give details

If offered this position, will you continue to work in any other capacity outside of the park/hotel? Yes ☐ No ☐

If yes, please give details (including days and hours of work).

Drayton Manor strives to ensure equality of opportunity. We aim to ensure equal treatment for all employees, or potential employees, irrespective of race, sex or sexual orientation, gender re-assignment, religion or belief, disability, age and marriage or civil partnership. Please be aware that the information provided on this document will only be used to help us evaluate, monitor and improve the operation of our policy. The information contained within it will be used confidentially and will not form part of the selection process.

Recruitment Monitoring

How did you become aware of this vacancy?

Company website ☐

Word of mouth ☐

Job website ☐ Please specify

Newspaper advert ☐ Please specify

Magazine advert ☐ Please specify

Other ☐ Please specify

Gender

Male ☐

Female ☐

Transgender ☐

Prefer not to answer ☐

Age

16-17 ☐

18-21 ☐

22-30 ☐

31-40 ☐

41-50 ☐

51-60 ☐

61-65 ☐

66+ ☐

Prefer not to answer ☐

Ethnicity**White**

- ☐ British
- ☐ Irish
- ☐ Other white background

Please specify

Black or Black British

- ☐ Caribbean
- ☐ African
- ☐ Other black background

Please specify

Asian or Asian British

- ☐ Indian
- ☐ Pakistani
- ☐ Bangladeshi
- ☐ Other Asian background

Please specify

Mixed

- ☐ White and black Caribbean
- ☐ White and black African
- ☐ White and Asian
- ☐ Other mixed background

Please specify

Chinese or other Chinese background

- ☐ Chinese
- ☐ Other Chinese background

Please specify

- ☐ Other ethnic group

Please specify

- ☐ Prefer not to answer

Disability

Disability is defined as any physical or mental impairment, which has a substantial and long term (over 12 months) adverse effect on your ability to carry out day-to-day activities.

Do you consider yourself to have a disability?

- ☐ Yes
- ☐ No
- ☐ Prefer not to answer

Please provide details below of your disability if you wish.

APPLICATION FORM



Creating **fun family** memories.

Seasonal Vacancy

Part B

Employment history - present (or most recent) employer

Date started

Date ended

Name of employer

Nature of business

Address of employer

Job title

Summary of main duties: (please keep your information within the box, continue on separate sheet if required).

Reason for leaving

Current/last salary

Notice period

Other benefits

Previous employment (most recent first)

If you have no employment history, please give details of any work experience, weekend and/or holiday work. (Continue on separate sheet if required).

Job title	Employer name and address	Date from	Date to	Brief description of duties	Reason for leaving	Salary

General education (secondary level or equivalent)

Further/higher education

[illegible]

Training

Additional information

Please give examples in your work of how you have displayed the competencies, i.e. skills, knowledge and behaviour, as described in the advertisement/job description. Please also refer to any non-work related activities where applicable. (Please keep your information within the box below, continuing on a separate sheet if required).

References

Please provide the names and addresses of two people that we can contact for employment references, at least one of which should be from either your last or current job. If you have not worked for five years please give details of two referees (**not family members or Drayton Manor employees**) who have known you for at least two years. If you have recently finished studying, one of your references should be a Tutor or Head Teacher. References will only be applied for on an offer of employment.

Name	Name
Title	Title
Address	Address
Time known	Time known
Relationship	Relationship
Telephone no.	Telephone no.
Email (if known)	Email (if known)

Driving information (only to be completed if applicable to the position applied for)

Do you hold a current provisional licence?

Yes ☐ No ☐

Do you hold a current driving licence?

Yes ☐ No ☐

Class

Have you had:

1. Any accidents within the last 3 years?

Yes ☐ No ☐

2. Any motoring convictions within the last 5 years?

Yes ☐ No ☐

3. Any convictions for driving with excess alcohol or drugs within the past 10 years?

Yes ☐ No ☐

4. Any penalty points?

Yes ☐ No ☐

If you have answered yes to any of the above, please provide more details.

Convictions or disqualifications

Have you ever been convicted of a criminal offence?

Yes ☐ No ☐

Is this conviction spent under the Rehabilitation of Offenders Act 1974?

N/A ☐ Yes ☐ No ☐

If answering 'No', please give details below.

Are you facing any criminal prosecutions?

Yes ☐ No ☐

Due to the nature of our business, some positions may require a standard or enhanced disclosure check via the Disclosure & Barring Service. Do you agree to undergo this check if applicable to this role, should you be successful in your application?

Yes ☐ No ☐

If answering 'No', and a Disclosure & Barring Service check is required for this role, please note that this application may not be progressed.

Drug and alcohol testing

Do you agree to undergo either random or "for cause" drugs and alcohol testing?

Yes ☐ No ☐

If answering 'No' to the above question, please note that priority may not be given to this application.

Right of search

Do you agree to be searched either on a random or for cause basis (all searches are carried out in line with the Company Employee Search Policy, which is available upon request).

Yes ☐ No ☐

If answering 'No' to the above question, please note that priority may not be given to this application.

Availability

Please indicate any holidays you have already booked.

Declaration

Please check all the information you have provided on this application form and read the statements below before signing. All sections on this form must be completed and be 100% accurate.

1. I understand that completion of this form does not constitute an offer of employment.
2. I understand that an offer of employment made by the company will be subject to references and a medical report being satisfactory to the company and any other checks relevant to the role.
3. I understand that if employed, the provision of false information may result in the termination of employment.

Applicant's signature

Date