



CASTLE | BRIMSMORE | POUNDBURY

Application for Employment

Before you tell us about you – we'd like to tell you a little about us and the way we work

Our ethos, which is at the heart of our business, stems from our commitment to our suppliers, our team and of course, our customers.

- We work with our **suppliers** to ensure that everything we place in front of our customers is of the highest possible quality – from seeds to strawberry jam!
- We support and encourage our **staff** by offering continuous training and development – we want our staff to grow, flourish and be challenged by their work
- We respect our **customers** and build long relationships with them, based on experience, knowledge and trust

Now, we'd like to know more about you, but should you have any difficulties completing this form, please call -

The Garden Centre, Restaurant or Farm Shop managers at the respective sites and they will be able to help you.

About you

Your first names/s: _____

Surname: _____ Title: _____

Present Address: _____

Home phone No: _____

Mobile No: _____

Email: _____

National Insurance Number: ____/____/____/____

If you do not have a National Insurance Number do you have the right to work in the UK?

Yes/No (Please delete) At interview you will be required to provide documentary proof of your National Insurance Number or your right to work in the UK.

Details of the Job you are applying for

Preferred Centre: Brimsmore Gardens Castle Gardens Poundbury Gardens

Position Applied For: _____

Please tick which days you are available to work:

Mon	Tues	Wed	Thur	Fri	Sat	Sun
-----	------	-----	------	-----	-----	-----

Please state which hours you are available to work:

Please note: The majority of positions within the business will require some weekend work on a rota basis.

Education

Please list details and results of any qualifications taken.

--	--	--

Your Employment History

Present Employer	
Address	
Job Title & Duties	
Rate of Pay	
Dates employed: From: To:	
Reasons for leaving	

.

Previous Employer	
Address	
Job Title & Duties	
Rate of Pay	
Dates employed: From: To:	
Reasons for leaving	

We will only contact your current employer with your permission and only upon a firm job offer.

Please tell us more about the most recent job that you have had and about the skills you used and/or learned in this role.

Why do you think that the Gardens Group would be the right place for you to work ?

What do you think you would enjoy most about working within The Gardens Group?

What do you think you would enjoy least about working within The Gardens Group?

Please tell us which shop you like to go in the most – and why? This might be because of the choice of products, the customer service or the friendliest welcome.

Please tell us about any other special skills, activities, hobbies or training which you feel may be relevant to your application:

OTHER INFORMATION

Do you hold a current clean Driving Licence? Yes/No

How would you travel to and from work?

Have you ever been convicted of a criminal offence, which is not 'spent' under the Rehabilitation of Offenders Act? Yes/No

If you have answered yes to the above question please give details of the conviction

REFERENCES

1. Personal	2. Previous Employer	3. Your choice
Name:	Name:	Name:
Address:	Company Address:	Address:
Daytime telephone no:	Daytime telephone no:	Daytime telephone no:
How long known:	How long known	How long known

Please complete all three references. Personal references must not be related to you.

DECLARATION:

- I confirm that the information given on this Application Form is correct to the best of my knowledge. **Any false information may result in any offer of employment being withdrawn.**
- I understand that any engagement entered into is subject to a probationary period, satisfactory references, documentary evidence of either my National Insurance number or my right to work in the UK and if necessary, a medical examination.
- I agree that you may retain my details on file for a period of six months.

SIGNATURE _____
DATE: _____

Please return completed form to:

hr@thegardensgroup.co.uk

or

***Human Resources
The Gardens Group
Castle Gardens
New Road
Sherborne
Dorset
DT9 5NR***