



Country Pet Hotel



# Job Application Form

## PERSONAL DETAILS

Title Mr / Mrs / Miss / Ms / other .....

First name .....

Surname .....

Date of Birth .....

Home telephone number .....

Mobile telephone number .....

E-mail .....

Home address .....

.....

..... Postcode .....

## EDUCATION AND TRAINING

Schools / Colleges Attended	Dates From / To	Qualifications Gained e.g GCSE, 'O' Levels, 'A' Levels Grades and Dates
Further / Higher Education Establishment Attended	Dates From / To	Course Title and Results
Other training / Qualifications	Dates From / To	

**EMPLOYMENT DETAILS**

**Present or most recent employment**

Name and address of employer	Position Held and Nature of Duties	Date From	Date To

Please give more details of duties and responsibilities .....

.....

.....

.....

Reason for leaving or wishing to leave .....

.....

.....

Period of notice required .....

**WORK HISTORY**

Employer's name and address	Date From / To	Position Held	Reason for leaving

**Please continue on a separate sheet if necessary**

**REFERENCES**

Please give details of two people to whom we may apply for references.

**Present or most recent employer**

Name: .....  
Position held: .....  
Telephone: .....  
E-mail: .....  
Address: .....  
.....

**Second Referee**

Name: .....  
Position held: .....  
Telephone: .....  
E-mail: .....  
Address: .....  
.....

May we contact your current employer to obtain a work reference? YES / NO

We will not contact your current employer without your permission, but will require this once a job offer is made. No offer of employment will be confirmed until the receipt of two satisfactory references.

**SPARE TIME ACTIVITIES/INTERESTS**

Please describe: .....  
.....  
.....  
.....  
.....  
.....  
.....

Do you have any business interests or spare time activities directly related to animal welfare? YES / NO

If **yes** please give details. ....  
.....

**DRIVING LICENCE**

Do you hold a full current driving licence? YES / NO

Do you have a car at your disposal? YES / NO

Have you ever been disqualified? YES / NO

If **yes** please give details. ....

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**RIGHT TO WORK**

Do you need a work permit to work in Guernsey? YES / NO

It is a condition of this employment that you are in possession of a valid Right to Work Document, obtainable from the States Housing Department. You will not be permitted to take up an appointment with Four Paws until such a document is produced. Please attach a photocopy of your Right to Work Document.

**HEALTH RECORD**

Are you in good health? YES / NO

What absences from work through sickness have you had in the last two years  
Total days absent ..... Number of occasions .....

If you have any medical condition or disability and require special arrangement during the recruitment process or subsequent employment then please contact us 264206 or write details here.....  
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**POLICE CHECK**

All position within Four Paws Country Pet Hotel involve a screening procedure. You will need to obtain a Police Clearance Certificate prior to an offer of employment being confirmed.

**DATA PROTECTION STATEMENT**

The information provided on this form will processed in accordance with the Data Protection (Bailiwick of Guernsey) Law 2001. The information will be used only for recruitment, selection and subsequent employment purposes and wukk ot be shared with any other organisation.

**DECLARATION**

I declare that the information on this form is correct and complete and I understand that if any particulars I have given are found to be false or misleading, I may be regarded as ineligible for recruitment or dismissed after appointment.

Signature of Applicant: .....

Date: .....

Please return to: Four Paws Country Pet Hotel, La Vallette, Rue des Longcamps, St Saviours, Guernsey, GY7 9YN or email: fourpawsgsy@gmail.com

