

MOVIE HOUSE CINEMAS

APPLICATION FOR EMPLOYMENT

PRIVATE AND CONFIDENTIAL

Please complete in BLOCK CAPITALS

Job reference number CS0809

APPLICATION FORM

Thank you for your interest. This Application Form should be completed in full using **BLACK INK**. Applicants will be assessed only on the information provided in the Application Form. **Curriculum Vitae MUST NOT be submitted with your application.** Failure to fully complete the Application Form may cause your application to be rejected.

Job applied for _____

Site _____

PERSONAL DETAILS

1. Last Name _____

2. First names _____

3. Title (Mr, Mrs, Ms, etc) _____

4. Address _____

6. Post Code _____

7. National Insurance No: _____

8. Telephone

(Home)

(Mobile)

Applications received after the stated time and date will **NOT** be considered.

Please note that faxed applications **WILL NOT** be accepted.

The Company reserves the right to cut off closing date if more than 50 applications are received.

Movie House Cinemas is an equal opportunities employer and welcomes applications regardless of religious belief, political opinion, age, sex, marital status, race, ethnic origin or disability.

CANVASSING WILL DISQUALIFY

9. EDUCATION

A. Please give full particulars of all secondary level educational qualifications.

Level Attained	Subjects Passed	Grade	Year

B. Please give full particulars of all further educational qualifications.

Degree/Diploma/Certificate	Month/Year Obtained

C. Please specify any professional qualifications, Membership obtained including dates awarded.

Name of Professional Body	Part No. with date and result

D. Additional Qualifications, Training and Apprenticeships relevant to this post (with dates including any in progress)

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**10. EMPLOYMENT HISTORY
PRESENT POST**

Name and Address of Present Employer: _____

Date Appointed _____ Present Salary _____

Job Title _____ Notice _____

Principal duties of present post

**11. EMPLOYMENT HISTORY
PREVIOUS POSTS**

Please list all your work history BEGINNING WITH THE MOST RECENT POSITION. If work is part time or voluntary please indicate. A continuation sheet may be attached if necessary.

Dates FROM TO Years & Months	Names and Addresses of Employer	Post held and brief outline of main duties	Reason for leaving.

12. JOB RELATED EXPERIENCE

Applicants must indicate how their experience to date meets the requirements of the Job Description. Experience gained outside the workplace may be included. Please continue on a separate sheet if necessary.

13. ADDITIONAL INFORMATION

From the list below please answer only those questions that are relevant to the position for which you are applying. This information will be gained by checking the Essential/Desirable criteria shown on the Job Description.

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

If yes what type? (Private/HGV)

Do you have access to a motorcar? YES/NO

Do you have the right to work in the UK?

Yes

No

Note: the company will require proof of this right before an offer of employment can be confirmed – eg. Birth certificate and/or any other appropriate document required to confirm your right to work in the UK as required by the Asylum and Immigration Act 1996

14. Hours of Work.

A. Our opening times are Monday – Sunday 10.00am – 12.00am. Please state availability.

15. Have you ever been convicted of a criminal offence, which is not “spent” under the provisions of the Rehabilitation of Offenders (NI) Order 1978? (NB: note motor offences and road traffic offences are criminal offences.)

Please note: If the post for which you are applying allows you access to under 18 year olds or vulnerable adults, by virtue of the Rehabilitation of Offenders (Exceptions) Order N.I. 1979, you are not entitled to withhold information about convictions which would otherwise be considered as spent as in the 1978 Order.

YES/NO

If YES please give details below.

Failure to disclose such information as detailed above could result in dismissal

Unprejudiced consideration will be given to candidates who declare criminal conviction(s) unless their offence(s) is/are manifestly incompatible with the post in question.

16. REFERENCES

Please give the names and addresses of two persons not related to you from whom references may be sought. One of these MUST be your present or a past employer who has knowledge of you in a work situation and is able to comment on your ability to carry out the particular tasks of the job which you have applied for. Candidates applying for their first job should give the name and address of their Head Teacher or a Lecturer.

Name	Name
Address	Address
.....
.....
Tel. No.	Tel. No.
Occupation	Occupation

If you have not named your current employer (or if unemployed your previous employer) please state why.

Please note that references will only be sought post interview if the panel is considering offering you an appointment.

I hereby declare that to the best of my knowledge the above information is true and accurate.

Signed: _____

Date: _____

NOTE: A CANDIDATE FOUND TO HAVE KNOWINGLY GIVEN FALSE INFORMATION, OR TO HAVE WILFULLY SUPPRESSED ANY MATERIAL FACT, MAY BE LIABLE TO DISQUALIFICATION OR, IF APPOINTED, TO DISMISSAL.

PLEASE ENSURE THAT YOU COMPLETE IN FULL THE ATTACHED EQUAL OPS FORM. FAILURE TO DO SO MAY RESULT IN YOUR APPLICATION BEING REJECT