

Employment Application Form

(Please complete this form in your own handwriting)



KENT, 1892

PERSONAL PARTICULARS

Full Name _____

Address _____

Home Tel No. _____ Mobile Tel No. _____

Do you have a driving licence? _____ Any driving convictions? _____

EDUCATION & QUALIFICATIONS

Give details of school or college attended and qualifications gained: _____

List any other training courses attended and certificates obtained: _____

SKILLS AND ABILITIES

As per the job description, this role includes the requirement to carry out practical tasks - do you have the relevant skills, qualities and experience to carry out the tasks required? :-

Will you require any reasonable adjustment during the recruitment process? _____

PREVIOUS EMPLOYMENT or WORK EXPERIENCE

Please give details of all previous employment, main duties and reasons for leaving. Include experience gained in those jobs which you consider would be of relevance to this position:-

Please provide the names, addresses and telephone numbers of two employment / character referees.

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2.

Do you want notifying before we make any contact with these referees? YES / NO

Please give the reasons that you are seeking this employment? _____

FURTHER INFORMATION

Please provide information on your experience and qualifications for the following work:

Packhouse/Despatch _____

Floristry/Horticulture skills _____

Administrative skills _____

Retail _____

Which attributes of experience, skill or personality do you believe that you have to make you effective in this job?

Which aspects of this job:-

a) most appeal to you? _____

b) give you most cause for concern? _____

PERSONAL ABILITIES

On a scale of **1 (none)** to **10 (excellent)**, how would you rate your skills/abilities at the following:-

Punctuality: _____	Working accurately: _____	Personal organisation: _____
Communication: _____	Computer skills: _____	Plant recognition: _____
Office skills: _____	Flexibility: _____	Teamwork: _____
Multitasking: _____		

Please give any other information or general comments which you feel are relevant to further support your application: _____

Signed:- _____ Date:- _____

Please return this application form with the Job Title in the subject line, along with a copy of your CV, to hello@castlefarmkent.co.uk.