

**VISITOR SERVICES APPLICATION FORM - ASSISTANTS**

Please be advised that we cannot accept CVs as valid applications.  
 Send your completed application by email to Laura Daynes [retail@hevercastle.co.uk](mailto:retail@hevercastle.co.uk)

We regret that due to the high volume of applications we receive, we are unable to respond to every candidate. If you have not received further correspondence from us within 2 weeks after the closing date, please assume that your application has not been successful on this occasion.



Hever Castle Ltd  
 Nr. Edenbridge  
 Kent  
 TN8 7NG

[www.hevercastle.co.uk](http://www.hevercastle.co.uk)

PERSONAL DETAILS										
Surname				Forename				Title		
Street Address										
Town				County				Postcode		
Telephone				Mobile						
Email										
Position applied for							Information Centre <input type="checkbox"/>	Hever Shop <input type="checkbox"/>		
Days per week applied for			4 <input type="checkbox"/>			3 <input type="checkbox"/>				
How did you learn of this post? (if an advertisement please state which publication)										
Are you eligible to work in the United Kingdom?			Yes <input type="checkbox"/>	No <input type="checkbox"/>		Do you hold a current driving license?			Yes <input type="checkbox"/>	No <input type="checkbox"/>
EDUCATION										
School, college or university	Subjects			Qualifications obtained			Year			
PROFESSIONAL QUALIFICATIONS / VOCATION COURSES OR QUALIFICATION										
Company			Qualification awarded				Year			

**TRAINING AND DEVELOPMENT**

Course title	Provider	Year

**EMPLOYMENT HISTORY****Present or most recent employment**

Employer's name and address

Position held

Dates

Reason for leaving

Hours per week

**Previous employment**

Employer's name and address

Position held

Dates

Reason for leaving

Hours per week

Employer's name and address

Position held

Dates

Reason for leaving

Hours per week

**SUPPORTING STATEMENT**

--

## EQUAL OPPORTUNITIES

Hever Castle Ltd is committed to the equal treatment of all employees and applicants and requires all employees to abide by and adhere to this general principle.

Hever Castle's policy is that no applicant or employee should receive less favorable treatment than others on grounds of gender, marital status or sexual orientation, disability, colour, race, or nationality.

Please tick where appropriate.

<b>Gender</b>	Male <input type="checkbox"/>	Female <input type="checkbox"/>		
<b>Ethnic origin</b>				
A	<input type="checkbox"/> Asian or Asian British <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Any other Asian background .....			
B	<input type="checkbox"/> Black or Black British <input type="checkbox"/> African <input type="checkbox"/> Caribbean <input type="checkbox"/> Any other Black background .....			
C	<input type="checkbox"/> Chinese or other ethnic group <input type="checkbox"/> Chinese <input type="checkbox"/> Any other .....			
D	<input type="checkbox"/> Mixed Heritage <input type="checkbox"/> White and Asian <input type="checkbox"/> White and Black African <input type="checkbox"/> White and Black Caribbean <input type="checkbox"/> Any other Mixed background .....			
E	<input type="checkbox"/> White <input type="checkbox"/> British <input type="checkbox"/> English <input type="checkbox"/> Irish <input type="checkbox"/> Scottish <input type="checkbox"/> Welsh <input type="checkbox"/> Any other White background .....			
F	<input type="checkbox"/> Prefer not to say			
<b>Disabilities</b>	Do you consider yourself to have a disability or a long-term health condition?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	What is the effect or impact of your disability or health condition?	Prefer not to say <input type="checkbox"/>		
<b>Convictions</b>	Do you have any criminal convictions?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Prefer not to say <input type="checkbox"/>