

Management Application Form



Please feel free to also attach your CV or any additional information you feel will assist in your application

Position applied for (please circle): General Manager Assistant Manager Head Chef

Branch applied for (in order of preference): _____

Personal details:

Name _____

Address _____

P/code _____

Mobile Tel _____

Home Tel _____

Email _____

Date of Birth _____ / _____ / _____

NI No _____

How did you hear about the job (please circle)?

Walk In

Flyer Advert

Recommendation

Website

Friend

Your availability (our restaurants are open evenings weekends and holidays - please tick when you can work):

Please indicate when you would be able to start work _____

Please specify dates when you would NOT be available for interview _____

Do you feel there may be any other personal commitments which may interrupt your schedule?

Your right to work in the UK:

You must provide evidence of your legal right to work in the UK and must provide a copy of your passport.

Do you have the right to work in the UK? YES - NO

If yes, please complete the following:

Citizenship _____

Passport No _____

Visa No _____

Visa Type _____ Exp ____/____

Present / Previous Employment (please include work experience)

Shifts

Select day available (please circle all applicable)

MON TUES WED THUR FRI SAT SUN

From _____ hrs until _____ hrs

Your Current Job

(If you're not working at the moment, please tell us about your most recent job)

Name of current company _____

Full address & p/code of company _____

Name of person reported to and their title _____

Employment Dates: From _____ To (if applicable) _____

Type of business _____

Position Held: _____

Wage per hour or Salary £ _____

How many people do you manage directly? _____

How many people do you manage indirectly? _____

Average weekly sales turnover? _____

Over how many days does your current business operate? (please circle)

5 days - 6 days - 7days

Please outline your current responsibilities:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- Other _____

What have been your top achievements with this company? _____

What have been the most positive aspects of working for this company? _____

What have been the most negative aspects of working for this company? _____

Reasons for leaving (please circle). I am dissatisfied with:

- Salary** **Career** **Progression** **Working** **Conditions** **Benefits** **Location**
- Working Hours** **Opportunities** **Management Support**
- Nothing (I just fancied a change)** **Other (please specify)** _____

Your last job

Name of current company _____

Full address & p/code of company _____

Name of person reported to and their title _____

Employment Dates: From _____ To (if applicable) _____

Type of business _____

Position Held: _____

Wage per hour or Salary £ _____

How many people do you manage directly? _____

How many people do you manage indirectly? _____

Average weekly sales turnover? _____

Over how many days does your current business operate? (please circle)

5 days - 6 days - 7days

Please outline your current responsibilities:

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Other _____

What have been your top achievements with this company? _____

What have been the most positive aspects of working for this company? _____

What have been the most negative aspects of working for this company? _____

Reasons for leaving (please circle). I am dissatisfied with:

Salary **Career** **Progression** **Working** **Conditions** **Benefits** **Location**

Working Hours **Opportunities** **Management Support**

Nothing (I just fancied a change) **Other (please specify)** _____

General Education and Training

Please list any other relevant qualifications you have been awarded (First Aid, Personal Licence, H&S, Food

Hygiene Etc): _____

Are you currently studying? YES NO

If yes what days and times do you attend college? _____

About you:

What do you like to do in your spare time? _____

What is your biggest accomplishment to date? _____

Choose 3 words which describe you:

1 _____

2 _____

3 _____

Criminal Convictions

Have you ever been convicted of a criminal offence? YES - NO

If yes, please give details (under the Rehabilitation of Offenders Act 1974, spent convictions need not be Declared)

Health

We seek to offer employment irrespective of physical or mental disabilities wherever possible and will make reasonable adjustments to ensure that disabled people can compete equally with non disabled people.

Do you have any health problems, including any physical or mental impairment, which may affect your performance at work? YES - NO

If yes, Please give details

Declaration – The contents of this form are confidential. If you're successful, it will form part of your records. I consent to the Company recording my data and disclosing information contained on this form to 3rd parties in order to assess this application, any subsequent employment and any matter relating to that employment. I also consent to the Company contacting any present or previous employer for a reference. I certify that the information on this form is, to the best of my knowledge, true and complete. Any false statement may be sufficient cause for rejection or if employed dismissal

Applicants Signature _____ Date _____

Dr Noodles receives a large number of applications for every vacancy. If you have not heard from us for 3 weeks, then we are probably not offering the position that you are applying for.

We will keep your application on file, but you are more than welcome to apply again in a month or two.

Once completed, you can drop this form into any of our restaurants.

You can email it to info@drnoodles.co.uk or

Post to:

**Dr Noodles
84a Market Street
St Andrews
Fife
KY16 9PA**

Managers use only

Personality: P- G –VG Attitude: P- G –VG Appearance: P- G –VG Communication: P- G –VG

Date received

Date screened

Result YES / NO

Reason

Phone attempts

1 2 3 Interview date

Interview time