

*Ternhill Farm House  
& The Cottage Restaurant*

***Job Application Form***

Please affix  
a photo of  
yourself here.

*Please make a note if you require us to return it.*

**APPLICATION FORM**

for employment at

*The Cottage Restaurant & Ternhill Farm House,  
Ternhill, Market Drayton, Shropshire TF9 3PX  
Tel: 01630 638984 email: info@ternhillfarm.co.uk  
www.ternhillfarm.co.uk Proprietors: Michael & Joanne Abraham*

***PERSONAL DETAILS***

Name:..... Mr/Mrs/Miss

Address:.....  
.....

Telephone:.....

Email address.....

Date of birth:..... Age:.....

Marital Status: Single/Married/Separated/Divorced

Children: Yes/No.....How many?.....

Nationality:.....

Do you hold a full driving licence? Yes/No

National Insurance Number:.....

Do you smoke? Yes/No

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**QUALIFICATIONS**

Please detail any qualifications gained underneath the following headings:

**From .....To.....Establishment.....Qualification gained.....**

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**HOBBIES**

Please list any hobbies or interests you may have

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**PREVIOUS EMPLOYMENT**

Please detail any previous employment underneath the following headings:

**From..... To..... Establishment..... Position held.....**

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Which of the following areas are you interested in working within:

*(Please circle those of interest, and write in any previous experience you have in that area.*

*Please also indicate the hours you would prefer to work & your salary expectation*

*- the hourly rate you would expect for working in the area(s) you have circled or the weekly rate, if you prefer)*

**KITCHEN - Washing Up**

(including washing up by hand & with a machine, cleaning work-surfaces, fridges, floors etc)

£..... per hour

Preferred Hours:

Previous Experience:

**KITCHEN - Cheffing**

(including food preparation, cooking & generally assisting the chef/proprietor etc)

£..... per hour

Preferred Hours:

Previous Experience:

**CLEANING/HOUSEKEEPING**

(including vacuuming, polishing, washing of floors, cleaning toilets, baths, windows, bed-making etc)

£..... per hour

Preferred Hours:

Previous Experience:

**RESTAURANT WAITING**

(including order taking, plate service, occasional silver service, service of drinks, clearing of tables, handling of cash, cheques and credit/debit cards etc)

£..... per hour

Preferred Hours:

Previous Experience:

**GARDENING/MAINTENANCE/DIY**

(including cutting grass, weeding flower beds, planting flower beds & pots/window troughs, sweeping car park, outside painting, indoor painting & decorating, woodwork projects etc)

£..... per hour

Preferred Hours:

Previous Experience:

Do you have any previous or impending criminal convictions? Yes/No

If so, please give details.

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Have you had any health complaints in the past two years eg. back problems, heart trouble, varicose veins, persistent high blood pressure, black outs, skin rashes/dermatitis/eczema, infectious diseases, migraines, asthma etc. If so, please give details

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Why are you interested in working at Ternhill Farm House and do you have any skills which you feel will be particularly useful at Ternhill Farm House?.....

Any further information you would like included in your application?

.....

**REFERENCES**

Please give the names, addresses & telephone number of three people who are willing to provide a reference for you.

They should not be related to you, and at least two should be connected with your previous employment.

1.....  
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2.....  
.....  
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3.....  
.....  
.....

Signature:.....

Date:.....

*Proprietors: Mike & Jo Abraham*

*Ternhill Farm House & The Cottage Restaurant*

*Ternhill*

*Market Drayton*

*Shropshire*

*TF9 3PX*

*Tel: 01630 638984*

*Email: [info@ternhillfarm.co.uk](mailto:info@ternhillfarm.co.uk)*

*Website: [www.ternhillfarm.co.uk](http://www.ternhillfarm.co.uk)*

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**STAFF ~ GENERAL INFORMATION**

Trial shift

2013

***Clothing:***

Waiting staff:

Black trousers/skirt, black or white shirt/blouse & black COMFORTABLE shoes

(NB. The Cottage Restaurant has wooden floors so soft soles are advisable to avoid any unnecessary noise)

Kitchen Staff:

Long sleeve shirt/tshirt/sweatshirt, long trousers, strong comfortable shoes (no sandals)

(An apron will be provided)

***General appearance:***

Long hair should be tied back off the face

No nail varnish allowed, and as little jewellery as possible

Strong perfume should be avoided....strong smells can affect the way customers taste their food !

Smart appearance is of utmost importance for waiting staff

***Parking:***

Parking at Ternhill Farm House is extremely tight

On busy nights we may ask staff to park in the bus lane/layby just before the archway

***Hours:***

Waiting Staff:

Start times usually 6.30pm or 7pm, (we serve pre-dinner drinks from 6.30pm)

Fri & Sat usual finish time is between 10.30pm & 12.00 midnight approx. depending on the level of business.

Kitchen Staff:

Start times for Breakfast Staff: 9.00am for approx 3 hours

Start times for evening staff: 6.30pm

Fri & Sat usual finish time is between 10.30pm & 12.00 midnight approx. depending on the level of business

***Wages:***

We pay above the minimum wage, according to age & experience

Rate of pay:           £                   per hour, subject to PAYE & NI

Working week commences Mon & ends Sunday

Wages will usually be paid on a Saturday on a "week-in-hand" basis

(ie. Work completed one week will be paid on the Saturday of the following week)

***Sickness/Unable to work your usual shift?***

Please telephone asap if you are unable to work due to sickness 01630 638984

Wherever possible we ask that staff try to exchange shifts if they are unable to work, hence exchanging telephone numbers with other staff members is encouraged