** Support Team Application Form**

**Please send your application form to** **join@mercattours.com**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Personal**

*We're excited to learn about you and want you to shine your best, without any barriers. Therefore, to be fully inclusive, all we need is your first name and mobile to contact you.*

**First name:**

**Mobile phone number:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Firstly, Tell Us About You**

1. Why would you like to work with Mercat?
2. What is your experience of handling and managing groups of people?
3. Describe your experience dealing with difficult situations under pressure?
4. What is your greatest achievement?
5. How does this position fit in with your long-term goals?
6. If you were an animal what would you be, and why?

**Experience**

|  |  |  |  |
| --- | --- | --- | --- |
| **College or University** | **From** | **To** | **Courses and Results** |
|  |  |  |  |
| **Further Formal Training** | **From** | **To** | **Diploma/Qualification** |
|  |  |  |  |
| **Job-related Training Courses** | **Date** | **Subject** |
|  |  |  |

**Please list languages spoken and the level:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Are you available to work evenings and weekends? Yes / No**

Please give details of any hours which you are **not able** to work:

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Do you need a work permit to take up employment in the U.K.? Yes / No**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**How much notice are you required to give to your current employer?**

**Employment Details**

**Please give details of your past employment, excluding your present or last employer, stating the most recent first.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and address of employer** | **Dates** | **Position held/Main duties** | **Reason for leaving** |
|  |  |  |  |

**Present or Last Employer:**

**Are you currently employed? Yes / No**

**Name of present or last employer:**

**Address:**

**Telephone number:**

**Nature of business:**

**Job title & brief description of duties:**

**Reason for leaving:**

**Length of service:** **From: \_\_\_\_\_\_\_\_\_\_\_\_** **To: \_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Lastly, where/how did you hear we are hiring?**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Declaration**

**I declare that the information given in this form is complete and accurate. I understand that any false information or deliberate omissions will disqualify me from employment or may render me liable to summary dismissal. I understand these details will be held in confidence by the Company, in compliance with data protection legislation and as set out in the Company’s Employee Privacy Notice. I undertake to notify the Company immediately of any changes to the above details.**

**Signed:**

**PRINTED:**

**Date:**

**References:**

Please give the names of two people (one of which should be your present or most recent employer) whom we may approach for a reference.

**Can we approach your current employer before an offer of employment is made? Yes / No**

|  |  |
| --- | --- |
| **Name:** | **Name:** |
| **Position:** | **Position:** |
| **Address:** | **Address:** |
|  |  |
|  |  |
|  |  |
| **Tel. No:** | **Tel. No:** |

**Please send your application form and video to** **join@mercattours.com**

***\*All information will be treated in confidence.***