

ABOUT YOUR SKILLS

What is your highest level qualification?

Give details of any other skills you feel are relevant to the role.

Hobbies and Interests

YOUR AVAILABILITY

Please indicate when you are available to work.

Time/Day	Sun	Mon	Tues	Wed	Thurs	Fri	Sat
Earliest start time:							
Latest finish time:							

When can you commence work with us?

Are you able to work any hours outside those detailed above? ☐ Yes ☐ No

Please give details:

Could you provide cover at other stores in your area? ☐ Yes ☐ No

YOUR REFERENCES

Please give the name and addresses of your two most recent employers or independent referees who have known you well for more than two years.

Name: Name:

Address: Address:

Telephone: Telephone:

DECLARATION

I confirm that the information given by me is correct to the best of my knowledge. I understand that the company reserves the right to withdraw the offer of employment or to terminate employment already commenced if the information given by me is inaccurate or misleading in any way. Any job offer is conditional upon the receipt of two satisfactory references, medical reports and in certain cases, where appropriate, criminal records checks from the Criminal Records Bureau.

Signed: Date:

PLEASE FULLY COMPLETE THIS APPLICATION FORM AND DROP BACK INTO YOUR LOCAL COSTA STORE.



RIGHT TO WORK

All employees are obliged to provide original documentary evidence of their right to work in the UK, prior to commencing employment.

If you do not originate from the European Community, do you have the right to work in the UK?

☐ Yes ☐ No

Do you have a current work permit?

☐ Yes ☐ No

Are there any restrictions on your right to work in the UK?

☐ Yes ☐ No

If Yes, please give details:

Have you ever been convicted of a criminal offence or do you have pending court offences?

☐ Yes ☐ No

If Yes, please give details:

Do you require any specific adjustments to enable you to attend an interview and/or job experience session at any stage of the recruitment process?

☐ Yes ☐ No

If Yes, please give details:

Costa aims to promote equality of opportunity for all with the right mix of talent, skills and potential. This is supported by our Equal Opportunities Policy a copy of which is available on request.

Costa welcomes applications from candidates from a range of backgrounds. Criminal records will be taken into account for recruitment purposes only when the conviction is relevant. Unless the nature of the work demands it, you will not be asked to disclose convictions which are 'spent' under the Rehabilitation of Offenders Act 1974.

THE TEAM

As a member of the Costa team you will make first class coffee and ensure first class customer service at all times. If you are enthusiastic, outgoing and passionate, then this is the team for you.

THE BENEFITS

Costa appreciate everyone is individual and looking for something different. We offer excellent training, career progression and we will take you wherever you want to be.

THE CULTURE

Costa is the first choice for customers and Baristas. Every store is lively, fast paced and fun. Team work is key to ensuring Costa is an enjoyable place to be for both employees and customers.

OUR HISTORY

Bruno & Sergio Costa set up their famous coffee roastery in London in 1971, to supply local businesses with authentically Italian, slow-roasted coffee. By 1978 the first Costa espresso bar had opened in the capital. Costa's expansion really took off after Whitbread bought the company in 1995. Since then Costa has grown rapidly to become the UK's largest coffee shop chain.

YOUR DETAILS

Surname:

Forename(s):

Contact Number Home:

Mobile:

Email Address:

Home Address:

Postcode:

National Insurance Number:

*your employment is subject to the provision of your NI number*

Do you have a current driving licence?

☐ Yes ☐ No

How will you travel to work?

ABOUT YOU

Why do you want to work for Costa?

Describe yourself in three words?

What are you most passionate about?

ABOUT YOU (CONT)

What words describe great customer service to you?

Describe a situation when you have delivered outstanding customer service?

What does being part of a team mean to you?

What is the moment in your life you are most proud of?

YOUR PREVIOUS EMPLOYMENT

Please provide details starting with your most recent employment including any with Costa or Whitbread.

Name, Address & Tel No. of Employer:	From:	To:	Job Title & Responsibilities:	Salary & Reason for Leaving:

Have you applied for a job at Costa in the past 12 months?

☐ Yes ☐ No