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## **OPPORTUNITIES FOR CZECH STUDENTS/GRADUATES IN SCOTTISH HOTELS IN SUMMER 2018**

### **Notes for Candidates**

**Who are Sutledge Placement Consultants?** My wife and I started this Programme in 2004 and have worked with Czech students on other Programmes since 1999.

Sutledge Placement Consultants operates a Programme to help Czech students and graduates to get work in Scottish hotels. These notes are to tell you about the Programme for summer 2018.

### **Who are these Notes for?**

These notes are for Czech students or graduates who will be free to come to Scotland in 2018. Most hotels want people who can start in May and work for at least 4 months. If you can come in March or April, that is even better. It may also be possible to find work for people who can come around 20-30 June until late September, but this is less easy. If you can stay until 31 October, that is always interesting to hotels.

### **Why should you come?**

- You will be able to save money and bring home at least £100-150 for each week of work.
- You will have the opportunity to improve your English.
- You will get useful experience and learn valuable skills, and make new friends.

### **What about UK leaving the European Union**

As I expect you know, the UK (including Scotland) has voted to leave the EU. This will not affect my Programme in 2018. After that I do not know. If you want a summer in Scotland, 2018 may be your last opportunity. Remember, though, that it is possible that a Czech person who has registered for UK National Insurance may be permitted to return to UK again and again.

### **What work will you do?**

Most people can expect to do a mixture of housekeeping (which means room cleaning) and restaurant work. In some hotels you may be asked to do simple food preparation

in the kitchen. If you have good skills as a cook, there may be work for you as an assistant cook.

### **Where will you live?**

I work only with hotels which provide accommodation for you.

### **How will you be recruited by a hotel?**

I shall ask you for information about yourself and pass it on to the hotels that I am in contact with. Some hotels will want to interview you by telephone. Other hotels will choose you from your written information. If you are **offered** a job, I hope you will accept it, but I allow you to say "No thank you" to an offer if you wish. In 2017 many hotels took two or more people, so it may be possible for you to get work with a particular friend. Generally, it is better to be at a hotel with no more than one friend.

Some people will get job offers very quickly; most will have them by 31 March, and some will still be waiting until perhaps 15 May.

When you say "Yes" to a job offer, you must not change your mind. You are allowed to leave my Programme – BUT NOT AFTER YOU HAVE SAID YES TO A HOTEL.

### **How do you get to Scotland?**

You will need to make your own arrangements and pay for your air ticket. We will offer lots of advice. You will probably have to pay between £60 and £100 for a one-way journey. We will give you detailed advice about travelling in Scotland.

### **What about UK Government regulations?**

We will help you with National Insurance and Income Tax matters and similar things. We are here to support you and to do our best to make it a happy summer for you.

### **Do you have to pay me?**

Yes, we ask everyone to pay a fee of £180 within 2 months of starting work.

### **What should you do now?**

Send me a completed Application Form (see end page of these Notes) please, together with a nice photo showing you smiling. Good photos are asked for by most hotels – they are very important. You should make sure you are neat and smartly dressed with tidy hair and (for boys) have shaved recently. Your photo should show your head and shoulders. The background should be plain. "Selfie" photos are usually NOT suitable because they distort the dimensions of your head and shoulders.

I shall be in the Czech Republic again between 26 February and 2 March 2018, and should like to arrange to meet and interview you in Brno, Zlin, Opava, Havirov or Prague.

George Stone  
October 2017

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**APPLICATION FORM FOR HOTEL WORK IN SCOTLAND – 2018**

**Name** (first name) (surname) Male / Female

**Date of Birth**

**Home Address**

**Email Address**

**Telephone number** (mobile)

**Skype name**

**What kind of work do you hope to get?** Please underline your choices.

- Waiter/waitress
- Housekeeping (room cleaning/kitchen work)
- A mixture of both (waiter/waitress and housekeeping)
- Kitchen work (meal preparation)
- Kitchen work (cleaning and simple food preparation)

**Dates available for work** (start and finish: please show date and month)

**What are your plans after summer 2018?**

**How good is your English language?** Please underline your answer

- I can understand a simple conversation but cannot speak much;
- I can hold simple conversations;
- I can understand and speak fluently;
- I am very confident and fluent.

**Are you willing to have a telephone interview with a hotel manager?** Yes / No

**For how many years have you learnt English?**

**Where are you (or were you) a student? What is your degree course, and what year are you in now?**

**Please write about any experience you have had in hotel / restaurant / shop work, or any long visits to or work in English-speaking countries. Also, write about any special skills you have in bar work, in a restaurant or in a restaurant/hotel kitchen.**

**Who told you about this Programme in Scotland? (A name would be helpful.)**

**How is your health?**                      Excellent / Quite good / Poor

**Are you a smoker?**                      Yes / No

**Do you have a driving licence?** Yes / No

**Please tell me the name of any friend you would like to work with.**

**Please attach your photo to this form.**