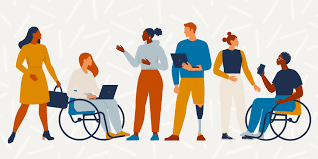
**The Glen Mhor Hotel**

**Job/Work Experience Interview**

Social Story

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**The Glen Mhor Hotel – Job/Work Experience Interview**

This is the Glen Mhor Hotel

A building on fire

Description automatically generated with medium confidence

We are delighted that you are coming to see us today!

A picture containing outdoor, building

Description automatically generated

A job/work experience interview is where you can come and chat to us about a role you are interested in working in. It also allows you the chance to learn more about our hotel and to ask any questions you might have.

You can take a friend or family member to be with you to your interview/discussion if this would make you feel more comfortable.

**You will already have been given a time to come to the Glen Mhor and meet with our HR manager Fiona Connor.**

A person wearing glasses

Description automatically generated with medium confidence

**This is Fiona**

Fiona will have let you know if anyone else will be with her for example our operations Manager or one of our Heads of Department. This will depend on the area of the hotel you are interested in working. **Fiona can send you pictures of these people in advance if you would like this.**

Our departments are: Management/Administration, Housekeeping, Reception, Service, Maintenance, Kitchen & Sales and Brewery/Distillery staff.

**Before you arrive**, you can tell Fiona if you would like to sit down for your discussion or if moving around or walking around the hotel would be best for you.

**At the start of an interview**, sometimes people shake hands to say welcome. If you are uncomfortable with this, please let Fiona know. We understand the sensitivities around touch.

Icon

Description automatically generated with medium confidence Text

Description automatically generated with medium confidence

**Shake Hands Or No Shaking Hands**

**On the day and time of your interview, you will go to our main reception lobby.**

**A lobby with a checkered carpet and a reception desk

Description automatically generated A room with a checkered floor and a table

Description automatically generated**

The receptionist will tell Fiona you are here. The reception might be crowded. It might be noisy, but you will not wait long.

Fiona will introduce herself and take you to where the interview discussion will take place - you will have told Fiona before your interview discussion where is best for you.

This could be:

A quiet room Walking around the hotel

A picture containing indoor, wall

Description automatically generated A picture containing outdoor, stone, cement

Description automatically generated

A group of benches sit unoccupied

Description automatically generated with medium confidenceSitting Outside

**Fiona will start by telling you about the role** we have, the tasks involved and the working hours.

Text

Description automatically generated

**You can ask Fiona any questions you have on the role at any point.**

Icon

Description automatically generated

**Fiona will then ask about your experience or interest in this role.** This is your chance to tell us about yourself, your experience, and your reasons for wanting to work for us.

Icon

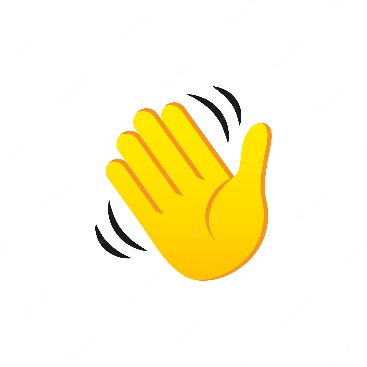
Description automatically generated

If you feel uncomfortable at any time, you can take a break.

When you have finished your interview discussion, Fiona will ask if you have any final questions on the role.

**At the end Fiona will take you back to reception** where she will say Goodbye and thank you for coming to the interview.

A picture containing floor, indoor, wall, bedroom

Description automatically generated 

**You will then return home.**

Shape, arrow

Description automatically generated**Fiona will get in touch with you by phone the following day** and give you feedback on your interview discussion. She will also explain the next steps.

Thank you for coming to the Glen Mhor for an interview.