

## Application Form

Please complete in black ink or print

<b><i>Position applied for:</i></b>	<b><i>Closing date and source of application:</i></b>
<b><i>Surname:</i></b>	<b><i>First names and title:</i></b>
<b><i>Address:</i></b>	<b><i>Telephone:</i></b>  <b><i>Email:</i></b>

<b><i>Personal Details:</i></b>	
Do you require a work permit to take up employment in the UK?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you hold a current clean driving licence?	Yes <input type="checkbox"/> No <input type="checkbox"/>

***Employment Record - Please list all employment in reverse chronological order, starting with your present or last position. Please continue on a separate sheet if you need to.***

<i>Date From/To</i>	<i>Position Held/ Duties</i>	<i>Name and address of Employer</i>	<i>Reason For Leaving</i>


**Education (since age 11)**

Date From/To	Name of School, College or University	Qualifications Gained

***Please give your reasons for applying for this position, say what experience you feel you have which would enable you to do it well. Please use a separate sheet if necessary.***

**Please give details of any outside interests or other information that you feel will support your application.  
 Include here memberships of professional bodies and service on voluntary organisations etc.**

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**References. Please give the names and addresses of two referees. One should be your present or last employer if possible.**

<b>Referee 1</b>	<b>Referee 2</b>
<i>Name</i>	<i>Name</i>
<i>Address</i>	<i>Address</i>
<i>May we approach them now?</i> Z Yes  Z No	<i>May we approach them now?</i> Z Yes  Z No

<b><i>I apply for the above position and confirm that this is a true and complete record</i></b>	
<i>Signature</i>	<i>Date</i>

Please return your completed application together with any other documentation requested to the **Town Clerk** at the address above by the deadline of **Friday 20<sup>th</sup> April 2018.**