

Braunton Parish Council



Application Form GROUNDS & MAINTENANCE WORKER

Completed Applications Forms must be returned in an envelope
marked confidential and returned by:
12 noon on Friday 19th January 2018.

To: Parish Clerk, Braunton Parish Council, Council Offices,
Chaloners Road, Braunton, Devon, EX33 2ES.

CONFIDENTIAL

Please complete in black ink or type

Personal Details:

Title:	
First Names:	
Surname:	
Address:	
Home Telephone:	
Mobile Telephone:	
Email:	

Do you require a work permit to take up employment in the UK?
Yes No

Do you hold a current driving licence? Yes No

Employment History

Please provide details of your work experience including previous posts within your present employer, unpaid voluntary or casual work for the past ten years in reverse order, starting with your present or last position. Along with this application please submit a Curriculum Vitae.

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

Please continue on a separate sheet if necessary.

Please give details relating to any gaps in your employment history

Educational/Professional Qualifications:

Date	Name of Educational Establishment (School, College, University etc)	Qualifications obtained with subjects and grades

Please continue on a separate sheet if necessary.

Training

Please provide details of all training and development undertaken relevant to this post.

Date	Training Course and Organiser/Development Agency	Outcome – Grade Achieved where relevant

Please continue on a separate sheet if necessary.

Knowledge and Skills

Please give your reasons for applying for this position, say what experience you feel you have which would enable you to do it well. The information provided in this section will be used to decide if you will be invited to the next stage of the selection process. It is essential therefore that you cover the requirements listed in the person specification for the job.

Please continue on a separate sheet if necessary.

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

Please continue on a separate sheet if necessary.

References

Please give the names and addresses of two referees who can provide an assessment of your suitability for this post. One should be your present or last employer if possible.

Referee 1	
Name:	Address:
Email Address if available:	
Position Held:	Day Contact Number:
May we approach them now? yes / no *delete as appropriate	

Referee 2	
Name:	Address:
Email Address if available:	
Position Held:	Day Contact Number:
May we approach them now? yes / no *delete as appropriate	

I apply for the above position and confirm that this is a true and complete record	
Signature:	Date: