

APPLICATION FOR EMPLOYMENT

Applicant No.

Completed Application Forms must be returned by:
1pm on Friday 14 March 2025

To: The Parish Clerk, Braunton Parish Council, Chaloners Road, Braunton, Devon, EX33 2ES
Email: Clerk@brauntonparishcouncil.gov.uk

CONFIDENTIAL

Please complete in black ink or type

Application for the post of: Relief Caretaker

Personal Details

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

Employment History

Please provide details of your work experience including previous posts with your present employer, unpaid voluntary or casual work. If you have undertaken periods of other responsibilities raising family or caring please include these as well.

Present (or most recent) Employment

Name and Address of Employer:			
Position Held		Is this your current job?	Yes / No
Start Date		Leaving Date (if applicable):	
Notice Required		Basic Salary / Wage	
Other Allowances		Reason for Leaving	
Key responsibilities and / or achievements:			
1.			
2.			
3.			
4.			

All Previous Employment

Name and Full Address of Employer	Start date, leaving date, position held and main responsibilities – giving salary	Reason for Leaving

Please continue on a separate sheet if necessary

Please give details relating to any gaps in your employment history

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Education

Please provide brief details of your education. Please enter most recent first

Name of Educational Establishment (School, College, University etc)	Qualifications obtained with dates, 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

Training Course and Organiser/ Development Activity	Date and Outcome (Grade Achieved where relevant)

Please continue on a separate sheet if necessary

Membership of Professional Bodies

Body	Membership Type

Knowledge and Skills

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, which are detailed below:

References

Please give the name and address of two people who can provide an assessment of your suitability for this post. One of these should be your present/most recent employer. If you have not been in paid employment since leaving full-time education please give the name of your tutor or lecturer. Please indicate by marking clearly with an asterisk (*) if you do not want us to contact them prior to a conditional offer being made.

Name	Address
Email Address if available	
Position Held	Day Contact Number

Name	Address
Email Address if available	
Position Held	Day Contact Number