

Job Application Form

Holton le Clay Parish Council

Position applied for:

Your details

Name:

Address:

Postcode:

Phone:

Email:

National Insurance Number:

Employment history

Your current or most recent employer.

Name of employer:

Address:

Postcode:

Job title:

Length of time with employer:

Reason for leaving:

Duties:

Please tell us about other jobs you have done and about the skills you used or learned in those jobs.

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Supporting statement

Please tell us why you applied for this job and why you think you are the best person for the job. Detail any experience of general maintenance, use of hand tools or gardening equipment etc.

Interview arrangements and availability

If you have a disability, please tell us if there are any reasonable adjustments we can make to help you in your application or with our recruitment process.

Are there any dates when you are not available for interview?

How soon will you be available to start working for us?

Right to work in the UK

Do you need a permit to work in the UK? Yes / No

Employment References

Please give the names and contact details of two people who we can ask to give you a reference. We may contact them before an offer of employment is made. We will not ask your current employer until we receive your permission to do so.

Referee 1

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Referee 2

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Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Name:

Signature:

Date: