

BLANDFORD FORUM TOWN COUNCIL

APPLICATION FOR EMPLOYMENT

Position applied for:

How did you learn about this vacancy?

PLEASE USE BLOCK CAPITALS AND CONTINUE ON SEPARATE SHEET(S) IF REQUIRED.

Twinned with Preetz, Germany



Town Clerk's Office Church Lane, Blandford Forum Dorset DT11 7AD



Twinned with Mortain, France



Tel: 01258 454500 Email: admin@blandfordforum-tc.gov.uk www.blandfordforum-tc.gov.uk

PERSONAL DETAILS				
Title:				
Surname:				
Other Names:				
Address:				
	Postcode:			
······································				
Telephone:	Mobile:			
Email:				
Driving licences held	YES 🗌 NO 🗍			
(where relevant to the position applied for)				
CURRENT/MOST RECENT EMPL	OYMENT			
Please give details of your employment, starting with your current/most recent employment and working backwards. If required, please use the Your Application For This Position section to explain any gaps in your employment history.				
Name:				
Address:				
	Postcode:			
Email:	Telephone:			
Position held:	Date started:			
Current salary:	Notice period (if applicable):			
Please give a brief description of your duties and responsibilities.				

PREVIOUS EMPLOYMENT

FREVIOUS EIMFLOTI		
Name:		
Address:		
	Postcode:	
Email:	Telephone:	
Position(s) held:		
Dates:	Salary:	
Please give a brief description	n of your duties and responsibilities.	
Reason for leaving (if applicat	ble):	
Name:		
Address:		
Address.	Postcode:	
Email:	Telephone:	
Position(s) held:	relephone.	
Dates:	Salary:	
	Galai y.	
Please give a brief description	n of your duties and responsibilities.	
	·	
Reason for leaving (if applicat	ole).	
	,	

EDUCATION AND QUALIFICATIONS

Please give details of all qualifications obtained, with dates and grades obtained. Please be prepared to provide proof of qualifications obtained.

OTHER QUALIFICATIONS AND INTERESTS

Please provide information of professional, or any other, qualifications not listed above. Please be prepared to provide proof of qualifications obtained.

Please provide any membership details to professional bodies. Please be prepared to provide proof of membership.

Please give brief details of your interests outside work.

YOUR APPLICATION FOR THIS POSITION

Please give details of the experience, skills and personal qualities that will enable you to undertake the position applied for successfully. You may use additional sheets of paper, if necessary.

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DEEEDENICES

REFERENCES					
Please give two references, both of whom shou the post (one should be your present/most recer	,	ability for			
Name:					
Address:					
	Postcode:				
Email:	Felephone:				
Why is this person your referee?					
Can we contact them prior to the interview?	YES 🖂	NO 📃			
Name:					
Address:					
F	Postcode:				
Email:	Telephone:				
Why is this person your referee?					
Can we contact them prior to the interview?	YES 🖂	NO 📃			
DECLARATIONS					
INTERVIEW ARRANGEMENTS If you need any particular arrangements to be made in order for you to be interviewed for this position at our premises, please give details:					
DATA PROTECTION The information provided on this form will be used by us for the purposes of assessing your application and, if your application does not result in your being employed by us, will be retained only for so long as is necessary. If you are employed by us, the information will form part of your personnel file and may be processed for any purpose in connection with your employment					
UNDERTAKING Please read and sign the following undertaking: I confirm that the information I have given on this application form is, to the best of my knowledge and belief, true and correct in all respects.					
Signed:	Date:				