

Pilling Parish Council Application Form Clerk and RFO

Please complete in black ink and print where possible

Surname:	First names and title:	
Address:	Telephone:	
	Mobile:	
	Email:	
	National Insurance Number:	
Personal Details:		
Do vou require a work per	mit to take up employment in the UK?	Yes 🗆 No 🗆

Are you legally eligible for employment in the UK?

Do you hold a current clean driving licence?

Please give details of any driving offences currently under endorsement:

Please give details of any unspent criminal convictions that you may have (in accordance with the Rehabilitation of Offenders Act 1974).

If offered this position will you continue to work in any other capacity?

Yes	No	

Yes D No D

Yes D No D

Current or Last Employment:

Name/Address of Employer	Dated Started	Date Left (if appropriate)
Job Title	Salary	Type of Business

Describe your duties and responsibilities and reason for leaving (if appropriate):

Employment History Please list all employment starting with your present or last position. Please continue on a separate sheet if you need to.

Job Title	Employer	From	То	Main Duties	Reason for Leaving

Education and Qualifications (including Membership of Professional or Trade Bodies)

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

Training

Please list any relevant training courses attended below:

Illness and/or Accidents

Do you consider yourself to have any disabilities?

Yes 🗆 No 🗆

If yes, please give details (this will enable the Council to make reasonable adjustments to help accommodate you):

Additional Information

Please provide any additional information you feel will support your application

References

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

Referee 1	Referee 2
Name	Name
Address	Address
Email address/Telephone	Email address/Telephone
May we approach them now? Yes \Box No \Box	May we approach them now? Yes \Box No \Box

Are you related to any member or employee of this Council?

Yes 🗆 No 🗆

If yes, please give full details:

IMPORTANT NOTICE

Failure to answer all the questions on this application or failure to reveal information which might influence a decision on whether or not to employ you will automatically invalidate the application and the offer of employment, and where employment has commenced, to dismissal.

DECLARATION

I, the undersigned, declare that the information given by me on this application and any other form (including at interview) to the best of my knowledge is correct, and that I have not knowingly withheld any fact or circumstance which, if disclosed, would influence a decision to employ or not employ me.

Signature	Date