

EMPLOYMENT HISTORY (Please give full details – All sections should be completed)

Name of your present or most recent employer	Date Appointed
	Date Left
Job Title	Earnings Per Annum
	Please state your weekly working hours
Summary of duties	
Reason for leaving or wanting change	

PLEASE LIST OTHER POSTS HELD STARTING WITH THE MOST RECENT

Employer	Position Held	Reason for Leaving	Date	
			From	To

I declare that the information given in this application is true, that I have not canvassed (either directly or indirectly) any member or any officer of Stamford Town Council and will not do so. I also confirm that I consent to the above personal data being processed for the purposes of recruitment and selection.	
Signature:	Date:

Your interest shown by completing this application form is appreciated. Thank you.

STAMFORD TOWN COUNCIL



**APPLICATION FOR EMPLOYMENT
CONFIDENTIAL**

Please complete this form in ink or typescript and return to:

Application for employment as:	Office use only SL Y/N	Reason	Ref:
--------------------------------	---------------------------	--------	------

PERSONAL DETAILS

Surname	Forename(s)	Preferred Title (Mr/Mrs/Ms)
Home Address	Address for Correspondence (If different from home address)	
Postcode:		
Tel No: Home/Work	Can you be contacted at work? Yes No <input type="checkbox"/> <input type="checkbox"/>	
Should you be selected for interview are there any dates when it would be impossible for you to attend	Are you related to any elected member of the Council or any employee of the Council? Yes No If yes please give details <input type="checkbox"/> <input type="checkbox"/>	
If appointed when could you start work?	Do you hold a current driving licence Yes No If yes is it Full Provisional <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Do you have any endorsements Yes No <input type="checkbox"/> <input type="checkbox"/>		
Please give details of any criminal convictions :- (if none state 'none')		
N. B. Under the Rehabilitation of Offenders Act 1974 you are required to give details of any convictions that are not spent (failure to do so may render you liable to summary dismissal).		

REFERENCES

Please give the names, addresses and capacity in which known, of two referees to whom reference may be made. One should be a present or previous employer.

1.	2.
Postcode: Tel No:	Postcode: Tel No:

Unless you state to the contrary, it will be assumed that, if you are selected for interview, you have no objections to these referees being approached before interview. Please note that all information provided on this form may be subject to checks. Applicants who are appointed and found to have supplied false information or mislead through significant omission may be subject to disciplinary action which could result in their summary dismissal.

EDUCATION AND QUALIFICATIONS INCLUDING OCCUPATIONAL AND PROFESSIONAL TRAINING

Educational Establishment	Qualifications and examinations taken. Please state your results/grades. If your studies are incomplete, please indicate progress and approximate completion date.	Date	
		From	To
<p>Please give particulars of membership of any professional body (please state how membership was obtained e.g. Examination, invite etc.)</p>			

JOB REQUIREMENTS

Please use this space to explain how you meet each one of the job requirements. You may draw on knowledge, skills, abilities, experiences etc. gained from paid work, unpaid work, domestic responsibilities, education, leisure interests and voluntary activities: **(You should not attach C.V.s)**

Continue on no more than one additional sheet of paper