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**PADSTOW TOWN COUNCIL**

Application Form

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| **Position applied for:** | **Closing date and source of application:** |
| **Surname:** | **First names and title:** |
| **Address:** | **Telephone:**  **Email:** |

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| ***Personal Details:*** |
| Do you require a work permit to take up employment in the UK?  Yes  No |
| Do you hold a current clean driving licence?  Yes  No |

**Employment Record**

Please list all employment in reverse chronological order, starting with your present or last position. Please continue on a separate sheet if you need to.

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| --- | --- | --- | --- |
| Date From/To | Position Held/ Duties | Name and address of Employer | Reason For Leaving |
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**Education**

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| --- | --- | --- |
| Date From/To | Name of School, College or University | Qualifications Gained |
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**Work Based qualifications –** please give details of any work training courses etc attended

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| --- | --- | --- |
| Date From/To | Provider | Qualifications Gained |
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**Experience**

Please give your reasons for applying for this position, giving evidence to support the person specification. Please use a separate sheet if necessary.

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**Other Information**

Please give details of any outside interests or other information which you feel will support your application. Include here memberships of professional bodies and service on voluntary organisations etc.

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**References**.

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

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| --- | --- |
| **Referee 1** | **Referee 2** |
| Name | Name |
| Address | Address |
| May we approach them now?  Yes  No | May we approach them now?  Yes  No |

|  |  |
| --- | --- |
| **I apply for the above position and confirm that this is a true and complete record** | |
| Signature | Date |

Please return your completed application together with any other documentation requested for the attention of The Town Clerk, Council Offices, Station House, Station Road, Padstow, Cornwall, PL28 8DA or by email [enquiries@padstow-tc.gov.uk](mailto:enquiries@padstow-tc.gov.uk)