



THORNBURY TOWN COUNCIL

Application for Employment

DO YOU HAVE ANY UNSPENT CONVICTIONS AS DEFINED BY THE REHABILITATION OF OFFENDERS ACT 1974 OR AS AMENDED BY THE LEGAL AID SENTENCING AND PUNISHMENT OF OFFENDERS ACT 2012?	YES / NO
IF YES GIVE DETAILS BELOW:	

WORK EXPERIENCE AND HISTORY

EMPLOYER NAME AND ADDRESS	DATES WORKED	JOB TITLE and BRIEF OUTLINE OF DUTIES	REASON FOR LEAVING

TRAINING / COURSES

NAME OF COURSE	TRAINING PROVIDER	DATE

SKILLS AND EXPERIENCE

PLEASE GIVE DETAILS OF PAST EXPERIENCE WHICH WOULD ASSIST YOU IN THE POST FOR WHICH YOU ARE APPLYING. PLEASE REFER TO THE REQUIREMENTS OF THE PERSONAL SPECIFICATION SET OUT IN THE JOB DESCRIPTION AND STATE BRIEFLY WHY YOU THINK YOU COULD SUCCESSFULLY CARRY OUT THE DUTIES OF THE POST:

REFERENCES

- A MINIMUM OF TWO MUST BE SUPPLIED. TWO REFEREES MUST BE PREVIOUS EMPLOYERS AND ONE REFEREE SHOULD BE YOUR CURRENT OR MOST RECENT EMPLOYER.
- IF YOU HAVE JUST LEFT SCHOOL, YOUR REFEREES SHOULD BE YOUR LAST TUTOR/ACADEMIC MENTOR AND YOUR HEAD OF YEAR. A THIRD REFEREE SHOULD BE SUPPLIED FOR ANY PART-TIME JOB YOU MAY HAVE. REFEREES WILL NOT BE CONTACTED WITHOUT YOUR APPROVAL

	REFEREE 1	REFEREE 2	REFEREE 3
NAME:			
ORGANISATION:			
JOB TITLE:			
ADDRESS:			
EMAIL:			
TELEPHONE			
MAY WE CONTACT PRIOR TO INTERVIEW?	Yes / No	Yes / No	Yes / No

I hereby confirm that the particulars given above and in the attachments to this application are true and correct to the best of my knowledge and that I have not canvassed any member or Officer of the Thornbury Town Council in relation to the appointment I now seek.

Signature:

Date:

Please return completed application form to:

Chief Executive Officer
Thornbury Town Council
Town Hall
35 High Street
Thornbury
Bristol
BS35 2AR

Or email to: clerk@thornburytowncouncil.gov.uk

If you have any additional needs or requirements for you to be able to attend for interview, please inform us about these below: