

# SHILDON TOWN COUNCIL

## APPLICATION FORM

<b>1 Post Details</b>
Post applied for : Bar and Catering Assistant
Where did you see this post advertised :

### 2. Personal Details

Surname :	Other names :
Title :	
Address :	Home telephone no.
Post Code :	N.I. Number

### 3 References

Details of two referees are required, one of which should be from your present or last employer. It is normal to take up references before an interview and therefore if you have any strong objection to either reference being sought at this stage, please indicate below.

Name :	Name :
Address :	Address :
Telephone No :	Telephone No :
Title/Position :	Title/Position :
Relationship to applicant :	Relationship to applicant :

<b>4 Interview arrangements</b>
Please indicate below any dates when you will not be available to attend for interview :

**5 Disability**

Do you consider yourself to have a disability that you would like us to be aware of this stage in the application process : Yes/No

<b>6 Qualifications</b>			
Qualifications obtained	Grade	Date achieved	School/College/University

<b>7 Employment History</b>			Please list current or most recent post first
Employer	Post	Dates	Reason for leaving

**8 Summary of experience and skills**

**Please give details of your experience and skills relevant to this post in support of your application**

Please continue on a separate sheet if required

**9 Relationships**

Are you related to any elected member/employee of Shildon Town Council  
Yes/No

If yes, please give details

<b>10 Convictions</b>
-----------------------

Do you have any criminal convictions :	Yes/No
--	--------

Please give details of any criminal convictions that you may have which are not excluded by the Rehabilitation of Offenders Act 1974.
---

<b>11 Declaration</b>
-----------------------

I declare that all of the information submitted on this application form is true, that I have not canvassed an elected Member/employee of the Town Council, either directly or indirectly, in connection with this application and I will not do so. I understand that such canvassing will disqualify me as a candidate for this post.

Signature :	Date :
-------------	--------

Please return to : Shildon Town Council, Council Offices, Civic Hall Square, Shildon, County Durham. DL4 1AH

Closing date : **12<sup>th</sup> April, 2017**

If you have not heard from us within 28 days of the closing date, please assume that your application has been unsuccessful.

Interview date - Friday, 21<sup>st</sup> April, 2017