

APPLETON WISKE PARISH COUNCIL

Application for the position of Clerk to the Council and Responsible Financial Officer

Name
Address
Telephone Nos.
e-mail Address
Qualifications
Computer skills (Use of Word, Excel etc)
Previous & Current Employment History
Please note if you are intending to continue in any other employment

Reasons why you want to be Clerk to the Council

Is there any reason why you should not be considered as Clerk to the Council?

Please add anything else you fell relevant, e.g. voluntary work or responsibilities

Data Protection

All of the information collected in this form is necessary and relevant to the performance of the job applied for. We will use the information provided by you on this form, and by the referees you have noted, for recruitment purposes only. The Council will treat all personal information with the utmost confidentiality and in line with current data protection legislation.

Should you be successful in your application, the information provided, and further information which will be gathered at the relevant time, will be subsequently used for the administration of your employment and in relation to any legal challenge which may be made regarding our recruitment practices.

For more information on how we use the information you have provided, please see our privacy notice for job applicants which is [attached/available from the Council](#).

Declaration

I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment offered. I understand that any offer of employment is subject to the Council being satisfied with the results of series of relevant checks including references, eligibility to work in the UK, criminal convictions, probationary period and a medical report (in line with the operation of the Equality Act 2010).

Signed:

Please use separate sheets to include more information on any of the above questions if necessary.

Staffing Committee final draft 02/02/2022