

# Application form

Application for employment as: Clerk to Beenham Parish Council

Once completed, please return this form to: Councillor Johnson,  
Southdowns, Beenham Reading RG7 5NN or by email to  
info@beenhamonline.org

Surname .....

Other names: .....

Address .....

Postcode .....

Telephone .....

## Education and training

.....

Details and results of any examinations taken

.....

Further education (e.g. technical college, evening classes)

.....

Any craft or other training

.....

## Employment history

1. Present/ Previous employer .....

Address .....

Postcode .....

Job title .....

Duties

.....

Rate of pay .....

Date employed: from ..... to .....

Reason for leaving

.....

**No approach will be made to your present employer before an offer of employment is made to you.**

Please tell us about other jobs you have done and about the skills you used and/or learned in those jobs.

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Please tell us why you applied for this job and why you think you are the best person for the job.

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Have you ever been convicted of a criminal offence? Yes  No

*(Declaration subject to the Rehabilitation of Offenders Act 1974)*

If you have a disability please tell us about any adjustments we may need to make to assist you at interview

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**I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.**

Signature ..... Date .....