

**VACANCY APPLICATION FORM**

**TANWORTH IN ARDEN PARISH COUNCIL**  
Shutt Lane, Earlswood, Warwickshire  
Telephone: 01564 703200

Information on Pages 1, 2 & 3 of this application will **NOT** be forwarded to the recruitment panel and will not form part of any short listing. All information will be treated as strictly confidential. Please do not attach a C.V. with this application form.

**PLEASE COMPLETE IN BLOCK CAPITALS AND BLACK INK**

**PERSONAL DETAILS:**

First Name(s):

Surname:

Home Address:

Postcode:

Phone Number: Home ..... Mobile: .....

Email Address: .....

Position Applied For: .....

If you are successful in obtaining employment with Tanworth In Arden Parish Council you will be required to provide evidence of your entitlement to work in the United Kingdom.

Do you require a work permit to work in the UK? YES/NO

Do you hold a Full Driving Licence YES/NO

Do you consider yourself to have a disability? YES/NO  
*Disability is defined as 'a physical or mental impairment which has a substantial and long term (over 12 months) adverse effect on a person's ability to carry out normal day to day activities'.*

Have you ever worked for Tanworth In Arden Parish Council before? YES/NO  
*(if yes, please give details under employment history)*

Are you, to your knowledge, related to any employee or councillor of the Tanworth in Arden Parish Council? YES/NO  
*(if yes, please give details)*

If offered the post, when would you be able to take up the appointment?)  
*(period of notice required by your present employer)*

## EQUAL OPPORTUNITIES MONITORING

For the purposes of monitoring the Equal Opportunities, please supply the following information.

Gender:        Male         Female

### **Ethnic Origin (please tick)**

#### **White**

British

Irish

Any other white background

#### **Mixed**

White and Black Caribbean

White and Black African

White and Asian

Any other mixed background

#### **Asian or Asian British**

Indian

Pakistani

Bangladeshi

Any other Asian background

#### **Black or Black British**

Caribbean

African

Any other Black background

Chinese or Other Ethnic Group

#### **Chinese**

Any other background

**Please circle as applicable.**

**Age**

Under 25      25 to 39      40 to 49      50 to 59      60 to 65      over 65

**Religion**

Which of the following best describes your religion/belief?

Buddhist      Christian      Hindu      Jewish      Muslim      Sikh  
None      Other      Would rather not state

**Sexual Orientation**

Which of the following best describes your sexual orientation?

Heterosexual      Gay      Lesbian      Bisexual      Transgender  
Would rather not state

**EDUCATION:-**

**Secondary Schools**

Examinations taken and passed plus results

Examination Taken	Result

**University/College Education**

Examination Taken	Result

**Technical/Professional/Occupational Training (including apprenticeships, full time, part time and day release courses, correspondence courses and company courses.**

Examination Taken	Result

**Employment History – please give details of all positions held explaining any breaks in between.**

Name of employer (most recent first)	Nature of business	Position held	Leaving salary	Reason for leaving

**Career to date**

Please give concise relevant details highlighting areas which you would consider to be in support of your application. (Please refer to the job description and person specification).

*Continue on another sheet if necessary.*

References:

1.

2.

<b>Your most recent employer</b>	<b>Previous employer</b>
Name:	Name:
Title:	Title:
Address:	Address:
Contact Number:	Contact Number:
Email address:	Email address:

I confirm that to my knowledge all of the information submitted in this application form is true and accurate. I understand that to submit false information may result in any employment that is offered being terminated with immediate effect.

I consent to Tanworth In Arden processing, by means of a computer database, information which I provide to them in this application form.

Signed: ..... Date: .....