

3 Membership of professional bodies (if applicable)		
Professional Body	Date	Class of Membership

4 Training			
Year	Length of Course	Name of Organisation	Subject

5 Other relevant skills (e.g. computer skills, additional languages)

8 In support of your application

A person specification is available online (or was included in the information sent to you by post / email) which details the knowledge, skills and attributes required for the position. In support of your application please give details along with examples, which demonstrate your knowledge, skills and attributes relevant to the person specification and explain how and where these were gained whether at or outside of work. Continue on / attach / or insert a separate sheet/document if necessary.

9 References

Please nominate two referees who may be contacted regarding your knowledge, skills, attributes and suitability for this position, **including your current/most recent line manager** plus another work-related referee, or an academic referee if applicable.

Name	Name
Position	Position
Organisation.....	Organisation
Address	Address
.....
.....
Telephone	Telephone
Email	Email.....
Capacity in which known	Capacity in which known
Did they know you by any other name?	Did they know you by any other name?
May we contact prior to interview? YES/NO	May we contact prior to interview? YES/NO

Referees will automatically be approached when a job offer has been made and accepted.

10 Prevention of illegal working

Do you require permission from the UK Border Agency to take up employment if appointed to this post, e.g., a Certificate of Sponsorship? **YES / NO**

For further information on the Immigration Asylum and Nationality Act 2006 and UK Border Agency Immigration rules – [see the UK Border Agency website](#)

11 Declaration

I declare that all the information on this application form and any other documents relating to this appointment is, to the best of my knowledge and belief, true and correct. I understand that any false statement may give cause for dismissal should I be employed. I consent to New Milton Town Council processing the information given on this form, including 'sensitive' information, as may be necessary during the recruitment and selection process. I understand that if my application is unsuccessful this application may be held on file for a maximum of 9 months. I understand that if I have sent this application form via e-mail it will automatically be deemed that I have signed the declaration below.

Signature..... Date

Please return your completed form by post to:

Mark Jeffries, Estates & Facilities Manager
New Milton Town Council
Town Hall
2 Ashley Road
New Milton BH25 6BZ

Please return your completed form by email to:

info@newmiltontowncouncil.gov.uk

Please let us know where you saw the job advertised:.....