



# Yeovil Town Council

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**Amanda Card** Town Clerk

**Date:** February 2018  
**Your Ref:**  
**Our Ref:**  
**Ask for:** Amanda Card  
**E-mail:** town.clerk@yeovil.gov.uk

Dear Candidate

## **Recruitment of Amenities Officer**

Thank you for expressing an interest in applying for this post.

The candidate pack is enclosed. This includes the job description and the person specification. An application form is also enclosed and an electronic version can be provided in MS Word format on request.

Please note that the closing date for applications is Wednesday 21<sup>st</sup> March 2018. If you do not hear anything by Friday 6<sup>th</sup> April 2018, you may assume that you have not been invited for interview.

Yours sincerely

Amanda Card  
**Town Clerk** CPFA, PSLCC, BA (Hons), BSc (Open)