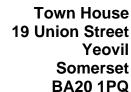
Yeovil Town Council



Telephone: (01935) 382424 Website: www.yeovil.gov.uk

Amanda Card Town Clerk

Date: April 2024

Your Ref:

Our Ref: DRFO/AJC Ask for: Amanda Card

E-mail: town.clerk@yeovil.gov.uk

Dear Candidate

Deputy Responsible Finance 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. Applications can be made by completing and submitting an application form via e-mail: town.clerk@yeovil.gov.uk or to the address above.

Please note that the closing date for applications is Tuesday 7th May 2024. If you do not hear anything by Friday 17th May 2024, you may assume that you have not been invited for interview. Please be aware that if you are shortlisted, you will be asked to bring along copies of your original certificates demonstrating your qualifications.

Yours sincerely

Amanda Card

Town Clerk FCPFA, PSLCC, BA (Hons), BSc (Open)