**PRIVATE AND CONFIDENTIAL**

Application No

Date Received

Shortlisted Yes/No

**Yeovil Town Council**



# Application for the post of Groundskeeper

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| **Personal Details** |
| Surname | First Name(s) | Title |
| Home Address | Home Tel No |
|  |
| Mobile Tel No |
| Have you a full current driving licence?Yes/No | Do you own a car?Yes/No |
| Dates not available for interview |

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| **Education and Qualifications** |
| Secondary School, College, University etc | Dates | Qualifications | Grades |
| From | To |
|  |  |  |  |  |
| **Present/Most Recent Employment** |
| From | To | Name and address of Employer |
| Job Title |
| Grade | Main Responsibilities |
| Period of Notice required |
| Present Salary and Allowances |

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| **Previous Employment (most recent first)** |
| Dates | Name and address of Employer | Job title, grade and responsibilities | Reasons for leaving |
| From | To |
|  |  |  |  |  |

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| **Referees** |
| First Referee (present/most recent Employer) | Second Referee |
| Name | Name |
| Address | Address |
| Position | Position |
| May we contact this referee prior to interview?Yes/No  | May we contact this referee prior to interview? Yes/No |
| (References will be taken up for shortlisted candidates only) |

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| **Additional Information**  |
| Please use this space to provide additional information in support of your application |
| Please use additional sheets as necessary |

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| **Medical History** |
| Details of any aspect of your medical history which should be made known to a prospective employer |

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| **Relationships** |
| Are you related to any councillor or employee of Yeovil Town Council?Yes/No (If Yes, please give details below) |
| (Please note that the canvassing of councillors or officers directly or indirectly will disqualify your application) |

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| **Interests and hobbies** |
| Please list activities outside work - include membership of clubs and organisations and any voluntary work you undertake  |

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| **Declaration** |
| I declare that the information I have provided in this application is, to the best of my knowledge, accurate and true. I understand that, if appointed, the provision of incorrect or misleading information may lead to my dismissal from the Town Council. |
| Signed | Date |

**Please return completed application form electronically to** **hr@yeovil.gov.uk** **or in an envelope marked “Private and Confidential” to:**

**Katy Menday**

**Director of Leisure & Environment**

**Yeovil Town Council**

**Town House**

**19 Union Street**

**Yeovil**

**BA20 1PQ**

**To arrive no later than the closing date of Monday 6th January 2025 at 12 noon**