



Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP
Tel. 01663 744550. Email: clerk@hayfield-pc.gov.uk
www.hayfield-pc.gov.uk

APPLICATION FORM

Application for the post of: MAINTENANCE ASSISTANT

1. PERSONAL DETAILS

Title: (Mr / Mrs / Miss / Ms) _____

Surname: _____

Forename(s): _____

Address: _____

_____ Postcode: _____

Email address: _____

Telephone No. (Home): _____

Telephone No. (Mobile): _____

Car Driver? Yes/No Do you have a full clean driving licence? Yes/No

If no, please give details of any offence(s) _____

2. HEALTH

Please use this space to give details of any health issues which may affect your ability to complete this role.

How many days have you been off work in the last 12 months? _____

3. PLEASE STATE ANY RELATIONSHIP YOU HAVE WITH ANY MEMBER/S OR EMPLOYEES OF THE PARISH COUNCIL (Please give details)

(Candidates are reminded that canvassing will result in immediate disqualification)

4. EMPLOYMENT

(Please give details of your employment to date including any gaps, starting with the most recent first)

Employer name and address	Dates	Job title and brief description of duties	Wages / Salary

5. NOTICE PERIOD

How much notice does your present employer require? _____

6. EDUCATION

(Please give details of schools and colleges attended)

School name	Qualifications attained	Grade (if applicable)	Date

7. TRAINING

(Please give details of any further education or training relevant to this post)

Training provider	Course	Qualifications or certificate	Date

8. CONVICTIONS / DISQUALIFICATIONS

Please give details of:

- a) Convictions
- b) Disqualifications from driving

(Use separate sheet if necessary)

9. REFERENCES

Please give details of two people from whom a reference can be obtained, one of whom should be your current or most recent employer.

1) Name Address Postcode	2) Name Address Postcode
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Can we contact your referees before interviews are held? Yes/No

10. RELEVANT EXPERIENCE

Please provide, on a separate sheet, details of why you feel you are suitable for the post. This information should address the essential and detailed requirements of the Person Specification.

11. DECLARATION

I declare that all the details I have given in this application are correct and that I have not withheld any relevant information.

I confirm that I have the right to unrestricted residence and employment in the United Kingdom.

I am aware that that any appointment is subject to a satisfactory, enhanced Criminal Record Bureau disclosure, to be arranged by the Parish Council.

Signature Date

Please return this form and additional sheet(s) to: Council Offices, Dungeon Brow, Market Street, Hayfield, High Peak, Derbyshire, SK22 2EP
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