

POST DETAILS

Post applied for:

Vacancy No.

Directorate or Establishment

PERSONAL DETAILS

First name(s):

Surname:

Address:

Post Code:

Date of Birth:

Do you consider yourself to have a disability? Yes No

Describe any reasonable adjustments you may need.

CONTACT DETAILS (Provide details then tick preferred means)

Email:

Home Tel:

Work Tel:

Mobile:

SMS text message

CURRENT OR LAST EMPLOYMENT

Name & address of employer	From	To	Position held	Reason left
Duties:				

OTHER WORK EXPERIENCE – Please list most recent first

Name & address of employer	From	To	Position held	Reason left

ACTION FOR EQUALITY

Northumberland County council aims to ensure that no job applicant or employee receives less favourable treatment than another on grounds of sex, race, colour, ethnic origin, religion, belief, marital status, sexuality, disability, age (within the context of normal retirement age) or any other factor unrelated to the requirements of the job and which are not restricted by legislation.



RELEVANT TRAINING & QUALIFICATIONS

REFERENCES

Give the names, addresses and telephone numbers of two referees. One must be your current employer or, if you are currently out of work, your last employer. School leavers should use the school.

1	Name	2	Name
	Position		Position
	Relationship		Relationship
	Address		Address
	Postcode		Postcode
	Telephone No.		Telephone No.

CRIMINAL RECORDS & REHABILITATION OF OFFENDERS ACT 1974

For this post you are required to give details of any previous convictions, even if they are normally considered 'spent' under the above Act. Any offer of employment is subject to a criminal records check via the Criminal Records Bureau before we confirm appointment. Only the successful candidate is asked about criminal records.

CANVASSING

If you are the parent, grandparent, partner, child, stepchild, adopted child, grandchild, brother, sister, uncle, aunt, nephew or niece, of an existing councillor, senior officer, Headteacher or School Governor of a Northumberland County Council school or the partner of such persons, please give details below.

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CANVASSING WILL DISQUALIFY APPLICANTS

DECLARATIONS

I declare that the information given above is correct to the best of my knowledge. Deliberately giving false or incomplete answers could disqualify me from consideration or leave me liable to dismissal if appointed. If I become an employee I give my consent under the Data Protection Act 1998 for the County Council to retain and to make reasonable use of the personal information I have provided in this form.



SIGNED..... **DATE**.....

NB - If you are not notified in writing within six weeks of the closing date for applications, you may assume that you have not been selected for interview on this occasion.