



HOCKLEY PARISH COUNCIL

The Old Fire Station, 58 Southend Road, Hockley, Essex, SS5 4QH

Telephone: 01702 207707 e-mail: enquiries@hockley-essex.gov.uk

Website: hockley-essex.gov.uk

Employment Application

Applicant Information

Full Name: _____

Address: _____

_____ County Postcode

Phone: _____ Email _____

Date Available: _____ National Insurance No.: _____

Position Applied for: _____

Where did you see the job advertised? _____

Are you a citizen of the UK? YES NO If no, are you authorized to work in the U.K.? YES NO

Have you ever worked for the Council? YES NO If yes, when? _____

Do you have any convictions that are unspent under the Rehabilitation of Offenders Act 1974? YES NO

If yes, explain: _____

Education

School attended: _____ Address: _____

From: _____ To: _____ Qualifications and grades obtained: _____

College: _____ Address: _____

From: _____ To: _____ Course and grade obtained: _____

University: _____ Address: _____

From: _____ To: _____ Course and grade obtained: _____

Professional, Technical or Management Qualifications

Please give details:

Qualification: _____ Course details: _____

Continue on a separate sheet if necessary

References

Please give the names and contact information of your two most recent employers. If you are unable to do this, please clearly outline who your references are.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Email: _____

Are you willing for this referee to be approached prior to interview? YES NO

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Email: _____

Are you willing for this referee to be approached prior to interview? YES NO

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

Declaration

Any candidate who directly or indirectly canvasses a Councillor or employee of the Council will be disqualified from consideration for the job. The Council does not bind itself to appoint any applicant.

Are you related to or do you have a close personal relationship with a Councillor(s) or employee(s) of Hockley Parish Council? YES NO

If yes, specify name(s), position(s) and relationship(s) _____

If appointed, do you have any interests or hold any appointments that may conflict with your employment? If yes, please detail on a separate sheet. YES NO

I certify that to the best of my knowledge the details provided on this form and all supporting papers are true and correct. Furthermore, I understand that if I have provided false or misleading information in response to any questions on this form or have failed to disclose information, this will result in the termination of any contract of employment entered into, or the withdrawal of any offer of employment. I also hereby give my explicit consent to the processing of data contained or referred to on this form, in accordance with the Data Protection Act 2018, General Data Protection Regulations and any subsequent legislation.

Signature: _____ Date: _____