

# Waterbeach

## Parish Council



### Application for Employment with Waterbeach Parish Council

Position you are applying for.	
Where did you see the advert?	

Please note that the information given in this form will be used only for the purposes of selecting an employee to work with Waterbeach Parish Council. All forms may be copied but all copies will be kept securely and seen only by members of Waterbeach Parish Council and its staff. All copies will be destroyed at the end of the selection process and the originals will be destroyed after twelve months. The application form of the successful applicant will be retained on that individual's personal file.

#### Personal Details

Name	
Address	
Phone Number	
Email	
Are you eligible to work in the UK?	
Do you have a registered disability?	
Do you suffer from any health condition or disability for which you might need assistance in order to attend an interview?	

#### Employment History *please start with current role*

Role & Responsibilities	Employer's Details	Start Date	End Date	Reason for Leaving	Salary

What is your notice period, if applicable?

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### References

Please supply the names and contact details of three referees who we can contact to support your application. One MUST be your current/most recent employer. The other is from someone who has known you in a formal/work setting. The third is a personal reference from someone not related to you.

#### Current/most recent employer referee

Name	
Job Title	
Address	
Telephone	
Email address	
Relationship	
May we contact this referee in advance of an interview?	

#### Formal referee

Name	
Job Title	
Address	
Telephone	
Email address	
Relationship	
May we contact this referee in advance of an interview?	

#### Personal referee

Name	
Job Title	
Address	
Telephone	
Email address	
Relationship	
May we contact this referee in advance of an interview?	

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## Education History - Qualifications & Training

	School, College, or Training Provider	Dates	Qualification
GCSE's or A-Levels			
Further Education			
Other Education/Training			

## Professional Bodies Memberships – please give details of any memberships you are part of.

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## Personal Statement

Please tell us why you applied for this job and why you think you are suited to the job. Please refer to the Personal Specification and give evidence of how your attributes and skills match our requirement.

*Continue on a separate sheet if necessary.*

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I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Name: .....

Signature: .....

Date: .....

**Closing date for applications to be received is Friday 13<sup>th</sup> June 2025**

This form should be completed and returned electronically in full to [clerk@waterbeach-pc.gov.uk](mailto:clerk@waterbeach-pc.gov.uk)