

APPLICATION FOR EMPLOYMENT

Multi Skilled Grounds Operative

Amble Town Council, LC1 Above Substantive Range Point 13 (£29,064) – Point 17 (£31,022)
as of 1 April 2025, per annum, Permanent/ Full Time

Position applied
for:

Closing Date 22 May 2026

CVs will not be accepted as a substitute to this form. Please complete using either **BLOCK** capitals. All forms should be signed and returned by the closing date. Information provided on this form will be used for the short-listing process. It is therefore your responsibility to ensure that you demonstrate, on this form, how you meet the criteria set out in the Job Description and Person Specification for the post. Amble Town Council reserves the right to exclude any application from the shortlisting exercise when the instructions outlined on this form have not been followed.

1. PERSONAL DETAILS

Surname	Forenames	Title	(Mr/Mrs/Miss/Ms/ Other)
Address	Telephone No. (Evening)		
	Telephone No. (Day)		
	Date of Birth		
Post Code	National Insurance No.		

2. DISABILITY AND ARRANGEMENTS FOR INTERVIEW

Do you consider yourself disabled? Yes No

If so, do you require any arrangements to assist you if called
for interview? Yes No

If yes, please state the arrangements which would be
needed for you to attend

3. HEALTH

A disability or health problem does not preclude full consideration for employment.

How many days have you been absent from work due to illness in
the past two years?

Is there any additional information you wish to
provide?

4. CONVICTIONS

Have you been convicted of a criminal offence which is not treated as 'spent'
under the Rehabilitation of Offenders (NI) Order 1978? Yes No

If yes, give
details

It should be noted that convictions for offences do not necessarily deter an applicant from obtaining
employment.

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5. EDUCATION AND QUALIFICATIONS				
<u>Secondary Education</u>		<i>Please list below any qualifications obtained while in secondary education</i>		
Date	Type of examination eg GCE, GCSE etc.	Subject	Result/Grades	
<u>Further and Higher Education</u>		<i>Please list below any qualifications obtained whilst in further or higher education</i>		
Date of Attendance	Educational Establishment	Title of Qualification eg BTEC, BSc Econ, etc	Main Subjects	Result/Grades

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6. PROFESSIONAL QUALIFICATIONS AND MEMBERSHIP		
Organisation	Title of Examination, Date and Result	Type of Membership and Joining Date

7. Employment History		
Please give details of the posts you have held, starting with your present or most recent employer and please account for any gaps in employment (continue on a separate page if necessary and ensure your name appears in the top of each additional page)		
Employer Name, Address and Nature of Business	Dates From – To	Job Title, duties, responsibilities and reason for leaving

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8. RELEVANT TRAINING

Please give below any relevant training which you have received.

9. ADDITIONAL INFORMATION

Please give below any particular skills which you would bring to the post and any other information relevant to your application (continue on a separate page if necessary and ensure your name appears at the top of each additional page).

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Section 10: Personal Statement

Please use this section to explain why you are applying for this post and what you would bring to it. You should address any criteria in the person specification not already covered in Sections 4 to 6, and in particular your commitment to public service values, the Nolan Principles of public life, and your understanding of the community and environment in which Ashington Town Council operates.

Please aim for no more than one side of A4. Quality of response matters more than length.

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11. REFEREES	
<i>Please give details of two referees, not related to you, one of which should be your current (or most recent) employer. Referees will not be contacted until the interview process is complete.</i>	
Name: _____	Name: _____
Address: _____	Address: _____
Phone No: _____	Phone No: _____
Relationship: _____	Relationship: _____

12. DRIVING LICENCE	
Do you have a full current driving licence? <input type="checkbox"/> Yes <input type="checkbox"/> No	Do you have access to a car? <input type="checkbox"/> Yes <input type="checkbox"/> No

13. DECLARATION	
The information given by me on this application is, to the best of my knowledge and belief, true and correct. I also understand that any misrepresentation by me will lead to the withdrawal of any offer of employment or my employment being terminated without any obligation of liability on the part of Amble Town Council other than for services rendered.	
Signed: _____	Date: _____

Return completed form to:
Amble Town Council, Fourways 2, 6 Dilston Terrace, Amble NE65 0DT