

Application Form



**Torbay Coast &
Countryside Trust**

1. Role Details

Role applied for
Where Job Advertised

2. Personal details

Surname	Forenames
Address	Home Telephone number
	Work
	E-Mail
Post Code	

3. Supplementary Information

You are asked to complete this section only if you wish.

It will be used for your personal record if your application is successful.

Date of birth	Title: Mr / Mrs / Ms / Other
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4. Education

Dates		Education from age 11 Schools/Colleges/University	FT/PT	Examinations passed Degrees and Awards / grades
From	To			

5. Present employment

Job title	Date appointed
Salary	Period of notice to terminate employment

Name, address and telephone number of employer	Current responsibilities
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6. Previous employment/ experience

(please start with the most recent and include any previous jobs with your present employer)

Employer's name, address and type of business	Position held and reason for leaving	Period From	To	Salary

7. Membership of professional bodies

Institute or Association	Date obtained	Grade of Membership

8. Other information

Please state here your reasons for wanting the role and any other information you would like us to know. Please continue on a separate sheet if necessary.

9. Interests

Please give details of interests, pastimes or societies in which you have played an active part

10. References

Please give details of two referees, one of whom should be your present or last employer. It is likely that these will be contacted prior to interview unless you indicate your preference that no contact be made (by placing a cross in the box). If you do not place a cross in the box then this will be taken as indication of your permission to contact your referees without any further consent from you.

Name:

Address:

.....

.....Tel. No.....

Occupation:..... Tick or Cross

Name:

Address:

.....

.....Tel. No.....

Occupation:..... Tick or Cross

11. Additional Information

Do you 1) Hold a full and current driving licence?	YES / NO
2) Have a car available for your use at work?	YES / NO

If you have been convicted of any offence, this MUST be disclosed (unless "spent" under the Rehabilitation of Offenders Act 1974). Failure to do so could result in dismissal or disciplinary action. All such information will be treated with the utmost confidence and only taken into consideration if strictly relevant.

I declare that the information I have given is correct.

Signed: Date:

PLEASE RETURN YOUR COMPLETED FORM TO TORBAY COAST AND COUNTRYSIDE TRUST, Ocombe Farm, Preston Down Road, Paignton Devon TQ3 1RN or by e-mail to info@countryside-trust.org.uk