



Turners Hill Parish Council  
The Ark  
Mount Lane  
Turners Hill  
West Sussex RH10 4RA  
01342 712226  
[turnershillpc@btconnect.com](mailto:turnershillpc@btconnect.com)  
[www.turnershillcouncil.co.uk](http://www.turnershillcouncil.co.uk)

*(Please complete in black ink as the form may be photocopied)*

**APPLICATION FOR POST OF STEWARD TO THE ARK**

**Name in full** .....

**Title: Mr / Mrs / Miss / Ms/Other (please state)** .....

**Address** .....

.....

**Postcode** .....

**Telephone Number**.....

**Email address**.....

**National Insurance Number** .....

**Candidates with disabilities**

**Do you class yourself as having a disability? YES/NO**

For the purpose of equality and to ensure fairness to all candidates, if you have indicated Yes, please tell us about any special requirements or equipment which may assist you:-

During the interview/selection process .....

In carrying out the job .....

Have you been found guilty by a Court (or Court Martial) of any offence which is not treated as spent under the Rehabilitation of Offenders Legislation? In the event of employment, failure to disclose an unspent conviction could result in dismissal or disciplinary action. All information will be treated in confidence, and will only be taken into account when absolutely necessary. YES/NO

Nationality .....

Are you required to have a permit to work in the UK? YES/NO

**EDUCATION**

<b>Name of Secondary School / College / University</b>	<b>Qualifications</b>

**EMPLOYMENT**

Please list your last four employers in date order giving name of company, position in company and dates of employment

Company Name	Position Held	Dates of employment

Please give two referees, one of who should be your current / previous employer. Please do not use relatives.

1. Name.....  
Address .....  
.....

2. Name .....  
Address .....  
.....

**Please outline briefly the experience gained during your career in relation to this appointment, highlighting any particular responsibilities or achievements which you consider relevant.**

**If there are any further points you consider relevant to your application. Please feel free to attach additional pages if insufficient room.**

**Signature .....**

**Date .....**

**Please return this form to the Parish Clerk at the address / email above**

**Application forms of unsuccessful candidates will be destroyed within 6 months from the date the post was advertised.**

**Asylum and Immigration Act 1996** Under Section 8 of the above Act, before appointing an employee, the Council has an obligation to check that they have permission to live and work in the U.K. If you are shortlisted for interview, you will be required to bring with you one of the documents specified by the Act for this purpose. Full details will be provided to shortlisted candidates at the appropriate time.

**Prevention and Detection of Fraud** The Parish Council is under a duty to protect the public funds it administers and to this end may use the information you have provided on this form within this authority for the prevention and detection of fraud. It may also share this information with other bodies administering public funds solely for the purposes of preventing and detecting fraud.