



WELLS TOWN COUNCIL

WELLS COMMUNITY HOSPITAL,
MILL ROAD,
WELLS-NEXT-THE-SEA NR23 1RF

APPLICATION FORM

TOWN CLERK AND RFO IN WAITING

Please complete in black ink and print where possible

Position applied for:

Assistant Town Clerk and RFO in Waiting

Closing date and source of application:

31/10/2023 :

Surname:**First names and title:****Address:****Telephone:****Email:****Personal Details:**

Do you require a work permit to take up employment in the UK? Yes ☐ No ☐

Do you hold a current clean driving licence? Yes ☐ No ☐

Ability to attend for interview:

Are you able to attend an interview during the afternoon (date to be fixed). Yes ☐ No ☐

Are you able to attend an interview during the evening (date to be fixed). Yes ☐ No ☐



Striving for
Excellence

Employment Record - Please list all employment in reverse chronological order, starting with your present or last position. Please continue on a separate sheet if you need to.

[illegible]

Education (since age 11)

Date From/To	Name of School, College or University	Qualifications Gained

Please give your reasons for applying for this position, say what experience you feel you have which would enable you to do it well. Please use a separate sheet if necessary.

Please give details of any outside interests or other information which you feel will support your application. Include here memberships of professional bodies and service on voluntary organisations etc.

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References. Please give the names and addresses of two referees. One should be your present or last employer if possible.

Referee 1	Referee 2
Name	Name
Address	Address
May we approach them now? Z Yes	May we approach them now? Z Yes
Z No	Z No

I apply for the above position and confirm that this is a true and complete record	
Signature	Date

Please return your completed application to: clerk@wellstowncouncil.org.uk or
The Town Clerk,
Wells Town Council,
Wells community Hospital,
Mill Road,
Wells-next-the-Sea,
Norfolk
NR23 1RF