**North York Moors National Park Authority**

# Application Form

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| Personal Details | | | | | | | | | | | | | | |
| Surname:  Title:  Address: | | | | | | | Forename(s):  Telephone No (Home):  (Work):  (Mobile):  E-mail Address: | | | | | | | |
| Position applied for: | | | | | | | | | | | | | | |
| Where did you hear about this vacancy? | | | | | | | | | | | | | | |
| Do you hold a current driving licence? | | | | | | | | | | Yes/No | | | | |
| Do you have access to a car that you are prepared to use for Authority purposes? | | | | | | | | | | Yes/No | | | | |
| Are there any reasonable adjustments you need to help you do the job you are applying for? | | | | | | | | | | Yes/No (if yes, please give details on a separate sheet) | | | | |
|  | | | | | | | | | | | | | | |
| Education (including Further/Higher Education) | | | | | | | | | | | | | | |
| School/College/University | | | **Qualifications Obtained/Dates** | | | | | | Grades | | | | | |
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| **Membership of Professional Bodies** | | | | | | | | | | | | | | |
| Please list below any Institution or Society of which you are a member, the class of membership, the date obtained and state if by examination. | | | | | | | | | | | | | | |
| Present or most recent Employment | | | | | | | | | | | | | |
| **Employers Name & Address** | | | | **Post Held (Dates)** | | | | **Salary** | | | | | **Notice** |
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| **Brief description of key responsibilities:** | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| **Previous Employment (most recent first)** | | | | | | | | | | | | | |
| Dates To/From | | **Employer** | | | **Post Held & Brief Details** | | | | | | | **Reasons for Leaving** | |
|  | |  | | |  | | | | | | |  | |
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| **Voluntary/Unpaid Activities** | | | | | | | | | | | | | |
| Time Input | **Post Held** | | | **Organisation** | | | | | | | **Brief details of duties** | | |
|  |  | | |  | | | | | | |  | | |
| **Relevant Experience** | | | | | | | | | | | | | |
| Please read the job description and person specification carefully, then explain how your knowledge, skills and experience relate to this post. These may have been gained through paid employment, domestic responsibilities, voluntary/community work, spare time activities and training. | | | | | | | | | | | | | |
| **References** | | | | | | | | | | | | | |
| **Two references are required prior to the interview.** Please give the names and addresses of two referees (preferably your current/most recent employer and not a relative) who can be contacted prior to interview. If you do not wish us to contact your current employer at this stage you should note that any offer of appointment will be subject to receiving a satisfactory reference from them. | | | | | | | | | | | | | |
| **Contact Name:**  **Title:**  **Address:**  **Postcode:**  **Telephone No:**  **Email Address:** | | | | | | **Contact Name:**  **Title:**  **Address:**  **Postcode:**  **Telephone No:**  **Email Address:** | | | | | | | |
|  | | | | | | | | | | | | | |
| **Declarations** | | | | | | | | | | | | | |
| Are you related to any Member, or any Senior Officer of, the Authority? If so, please state the relationship.  I understand that canvassing of any Members or Officers in connection with this appointment will disqualify me. | | | | | | | | | | | | | |
| Have you ever been convicted of a criminal offence? Yes/No  If yes, and the offence is not considered to be spent under the Rehabilitation of Offenders Act 1974, please give details on a separate sheet. | | | | | | | | | | | | | |
| I declare that all information given in support of my application is, to the best of my knowledge correct. I understand that to knowingly give false information or failing to disclose convictions may, in the event of employment, result in dismissal.  Signature:  Date: | | | | | | | | | | | | | |
| **Data Protection Act 1998 (DPA) and EU General Data Protection Regulations 2016 (GDPR)**  North York Moors National Park Authority is registered under the Data Protection Act 1998 (DPA) and EU General Data Protection Regulations 2016 (GDPR) and information on your application form will be used for our recruitment purposes only. Application forms for unsuccessful applicants will be held for no longer than 6 months and then destroyed.  Your employment referee(s) will be asked to confirm how many days and the reason for any sickness absence that you may have had. | | | | | | | | | | | | | |

***Thank you for your co-operation***

***Please email your application to Donna Magson at*** [***recruitment@northyorkmoors.org.uk***](mailto:recruitment@northyorkmoors.org.uk)

