



WEST HANNINGFIELD PARISH COUNCIL

Telephone: 07873 708275
Email: clerk@westhanningfield-pc.gov.uk
Website: www.westhanningfield-pc.gov.uk



WEST HANNINGFIELD PARISH COUNCIL Application Form – Parish Clerk & Responsible Financial Officer (RFO)

Please complete all sections. Applications should be submitted by email to the Clerk at:
clerk@westhanningfield-pc.gov.uk

Closing Date: Applications will be considered on a rolling basis.

1. Personal Information

Field	Applicant Details
Full Name	
Address	
Postcode	
Telephone Number	
Email Address	

2. Employment / Relevant Experience

Please provide details of your current or most recent employment and any relevant experience. You may attach a CV if you wish.

Dates	Employer / Organisation	Role / Position	Key Responsibilities

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Other Relevant Experience (voluntary work, council experience, committees, etc.):

3. Education & Qualifications

Dates	School / College / University	Qualification / Grade

Other Professional Qualifications / Training (including CiLCA if applicable):

See over...

5. References

Please provide two referees (one professional, one character).

- One must be a current or most recent employer if applicable.

Name	Position	Organisation	Telephone	Email

Referees will not be contacted without your prior consent.

6. Declaration

I confirm that the information I have provided is true and accurate to the best of my knowledge. I understand that providing false information may result in my application being rejected or my employment terminated.

Signature: _____

Date: _____

Optional Notes / Guidance for Applicants

- You may attach a **CV and covering letter** if you wish, but completing this form is required.
- Shortlisted candidates will be invited to interview.