# APPLICATION FOR EMPLOYMENT AT THE ELECTIONS

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Surname:** | |  | | | | | | | | | | | | |
| **Forename:** | |  | | | | | | | | | | | | |
| **Address:** | |  | | | | | | | | | | | | |
|  | | | | | | | | **Post Code:** | | |  | | | |
| **Email address:** | | | |  | | | | | | | | | | |
| **Home Tel No:** | | | |  | | | | **Mobile No:** | |  | | | | |
| **Date of Birth:** | | | |  | | | | **NI No:** | |  | | | | |
| **Current occupation:**  **(include a brief description of duties)** | | | |  | | | | | | | | | | |
| ***If currently employed by Argyll and Bute Council, please clearly state your Job Title & Service area and note that prior to returning this form you should obtain consent from your Line Manager regarding availability for Election duties.*** | | | | | | | | | | | | | | |
| **Previous employment, if retired or unemployed.**  **(Please include job title & dates of employment)** | | | |  | | | | | | | | | | |
| **Please tick the job/s you are interested in:** | | | | | | | | | | | | | | |
| **Presiding Officer** |  | | | | **Polling Clerk** | |  | **Count Enumerator** |  | | | **Information Officer** |  | |
| **Please tick the geographical areas which you are prepared to work in or specify under “other” if limited to specific locations such as towns or islands:** | | | | | | | | | | | | | | |
| **Mid Argyll** | | |  | | | **Kintyre** | |  | | | | **Oban & Lorn** | |  |
| **Cowal** | | |  | | | **Helensburgh & Lomond** | |  | | | | | | |
| **Other:** | | |  | | | | | | | | | | | |
| **Please indicate if you have use of a car:** | | | | | | Yes | |  | | | | No | |  |

***Please note that submission of an application form does not guarantee an appointment.***

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**Statement in support of your application:**



Please read the appropriate job description(s) and provide details of experience, skills & knowledge that you feel would be relevant to the post(s) you are interested in (continue on a separate sheet, if necessary).



|  |  |
| --- | --- |
| **If you are not currently an employee of Argyll & Bute Council please provide contact details of one referee:** | |
| **Surname:** |  |
| **Forename:** |  |
| **Address:** |  |
| **Post Code:** |  |
| **Email address:** |  |
| **Contact Tel No:** |  |
| **Please state capacity in which reference provided: (e.g. former employer, volunteer organiser etc)** |  |

**The information which you provide on this form will be processed by the Returning Officer, who is the 'data controller' for the purposes of Data Protection legislation and will only be used in relation to the proper management of the election process and in the administration of election staff. Information will be shared with our payroll service and, if you are required to work at any election, with HM Revenues & Customs for the purposes of payment and collection of taxes. We may also share your data in order to comply with our legal obligations to protect public funds.**

**I confirm that I am eligible to work in the UK (You will be required to provide evidence such as a valid passport)**

**Signed................................................................................................ Date .............................**

**(email signature is acceptable)**

**When completed, please return this form to:** [**electionstaffing@argyll-bute.gov.uk**](mailto:electionsrecruitment@argyll-bute.gov.uk)

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