



For official use only

Sligo County Council

**CREATION OF PANEL FOR POST OF
ARCHITECTURAL TECHNICIAN GRADE I (CONTRACT POST)**

Closing Date: Wednesday, 15th February 2017

Section A – Personal Details

TITLE:

FIRST NAME:

SURNAME:

***ADDRESS – For Correspondence Purposes**

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

CONTACT DETAILS:

Work Phone	<input type="text"/>	Extn Number	<input type="text"/>
Home Phone	<input type="text"/>	Mobile Number	<input type="text"/>
Email Address	<input type="text"/>		

Are you a member of a Local Authority Yes ☐ No ☐

Should you be called for interview, is there any "reasonable accommodation" you would require the Local Authority to make to assist your attendance? (e.g. Accessibility, Sign Language, Large Print etc.)

<input type="text"/>

Section B – Relevant Educational Qualifications & Training.

First Name:

Surname:

You must ensure that all sections of this application form are completed in full.

It is in your own interest to provide a detailed and accurate account of your qualifications/experience on the application form as this information may be used as part of a short-listing procedure and will inform the Interview Board in the event that you are called for Interview.

1. QUALIFICATIONS:

Date obtained and Full title of Degree(s)/ Qualifications etc held	Level of Qualification (e.g. Pass, Honour, Merit, Distinction, etc.)	Subject(s) taken	Grade obtained (e.g. A, B, C, 2.1, 1.1, etc.)	School, University, College or Examining Authority
Year obtained:				
Year obtained:				
Year obtained:				
Year obtained:				

Section C – Employment Record.

First Name:

Surname:

Give below, in date order (starting with your current employer), full particulars of all employment (including any periods of unemployment) between the date of leaving school or college and the present date. No period between these dates should be unaccounted for. If it is necessary to continue on a separate sheet, please set the information out in the same manner as below.

* **P** – Permanent, **T** – Temporary Contract, **A**- Acting in post.

Where the grade status is not clearly given it will be assumed that the post held is a temporary one.

Dates			Title of post held, short description of duties, etc.	*P/T/ A	Name and address of employer
Period in months	From	To			
Reason for leaving:					
Reason for leaving:					
Reason for leaving:					
Reason for leaving:					
Reason for leaving:					

**Remember you may be shortlisted based on the information you supply in the application form.
Anything you write may be discussed in more depth, should you be called to interview.**

Section D – Other Relevant Information

First Name:

Surname:

If it is necessary to continue on a separate sheet, please set the information out in the same manner as below.

Please outline below any other relevant information that you wish to submit in support of your application.

**Remember you may be shortlisted based on the information you supply in the application form.
Anything you write may be discussed in more depth, should you be called to interview.**

Section E – Referees

Please provide the names of two responsible persons as referees to whom you are well know but ***NOT*** related. (If you are currently employed, one of the referees should be a present employer).

REFEREE NO. 1	REFEREE NO. 2
NAME & ADDRESS	NAME & ADDRESS
Please state how this person is known to you, e.g. employer, previous employer, etc.	Please state how this person is known to you, e.g. employer, previous employer, etc.
TELEPHONE NUMBER	TELEPHONE NUMBER
E-MAIL ADDRESS (if available)	E-MAIL ADDRESS (if available)

I declare that the particulars supplied in this application are correct and I hereby give permission to Sligo County Council to make relevant enquiries with the Garda/Police.

Name: _____ Date: _____

NOTES

Application and Closing date.

This Application Form (original and 3 copies) should be returned to the Human Resources Section, Sligo County Council, County Hall, Riverside, Sligo.

Before returning the form to the Human Resources Section, please ensure that you have completed all sections and that you have signed the declaration at the end. Please note that incomplete forms **will be deemed invalid and your application will not be considered further.** The onus is on candidates to establish eligibility in this application form.

The onus is on candidates to ensure proper delivery and safe receipt of application. **No late applications will be accepted.**

Closing date for submission of applications is **4.30 pm on Wednesday, 15 February 2017.**

Queries

Telephone queries can be made to the Human Resources Section, Sligo County Council, on 071 9111025 or by e-mail to sligococojobs@sligococo.ie

Canvassing by or on behalf of the applicant will automatically disqualify.

Please do **not** submit a CV with this application.

Candidates may be short-listed on the basis of information supplied on this Application Form