



Supporting Statement

Once completed, return this form with your application form to:

Samantha Scott – Deputy Town Clerk

Newton Abbot Town Council, Newtons Place, 43 Wolborough Street, Newton Abbot, TQ12 1JQ or via email:

sam.scott@newtonabbot-tc.gov.uk

Position applied for:

Personal details

Title:

Name:

Address:

Email:

Telephone (landline):

Telephone (mobile):

Please give details on why you have applied for this role:

Town Clerk: P.A. Rowe Newton Abbot Town Council, Newtons Place, 43 Wolborough Street, Newton Abbot, Devon, TQ12 1JQ

Tel: 01626 201 120 Fax: 01626 369 674 info@newtonabbot-tc.gov.uk www.newtonbbot-tc.gov.uk



[Empty box for candidate details]

Selection criteria

Please provide details on the qualities that you possess which mean you would be an ideal candidate for this role. (Please refer to Person Specification for list of attributes). Please include information on key experiences or achievements in your paid work history, but you may also include information on any activity outside of work you have been able to draw upon to the benefit of your career progression. You may continue on a separate sheet if necessary.

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Data protection statement

All of the information collected in this form is necessary and relevant to the performance of the job applied for. We will use the information provided by you on this form, and by the referees you have noted, for recruitment purposes only. The Company will treat all personal information with the utmost confidentiality and in line with current data protection legislation. We rely on the lawful basis of *[insert lawful basis]* to process the information provided by you in this form.

Should you be successful in your application, the information provided, and further information which will be gathered at the relevant time, will be subsequently used for the administration of your employment and in relation to any legal challenge which may be made regarding our recruitment practices.

For more information on how we use the information you have provided, please see our privacy notice for job applicants, (which is attached to this form).

Signed:

Date:

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