**Laois County Council**

**PLEASE NOTE THE FOLLOWING INSTRUCTIONS:**

1. BEFORE SIGNING THIS FORM, PLEASE ENSURE THAT YOU HAVE REPLIED FULLY TO THE QUESTIONS ASKED. YOU SHOULD ALSO SATISFY YOURSELF THAT YOU ARE ELIGIBLE UNDER THE REGULATIONS. THE COUNCIL CANNOT UNDERTAKE TO INVESTIGATE THE ELIGIBILITY OF CANDIDATES IN ADVANCE OF THE INTERVIEW/EXAMINATION, AND HENCE PERSONS WHO ARE INELIGIBLE, BUT NEVERTHELESS, ENTER, MAY THUS PUT THEMSELVES TO UNNECESSARY EXPENSE. LAOIS COUNTY COUNCIL WILL NOT BE RESPONSIBLE FOR ANY EXPENSES WHICH MAY BE INCURRED BY THE CANDIDATE IN ATTENDANCE FOR INTERVIEW
2. All Sections/Questions in this document must be completed in full **(a Curriculum Vitae** **will not be accepted).**
3. Ensure you have answered all questions fully and correctly.
4. Candidates who send their applications by post should allow sufficient time to ensure delivery not later than the latest time for acceptance.
5. Claims that any application form or letter relating to it has been lost or delayed in the post will not be considered unless a Post Office Certificate of Posting is produced in support of such claims.
6. Please notify us of any change of address.
7. Laois County Council may decide, by reason of the number of persons seeking admission to the competition to carry out a short-listing procedure. The number of persons to be invited to interview shall be determined by Laois County Council. Shortlisting will be based on qualifications, relevant experience, and information submitted on the application form.
8. Laois County Council may decide, by reason of the number of persons seeking admission to the competition to carry out a short-listing procedure. The number of persons to be invited to interview shall be determined by Laois County Council. Shortlisting will be based on qualifications, relevant experience, and information submitted on the application form.
9. Please return **4 copies** of the completed and signed form in hard copy format.

**Applications submitted by e-mail will be accepted during the pandemic.**

**Applications by fax will not be accepted.**

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**COMHAIRLE CHONTAE LAOISE**

**TABHAIR NA TREORACHA SEO LEANAS AR AIRD, LE DO THOIL:**

1. SULA SÍNÍONN TÚ AN FHOIRM SEO CINNTIGH, LE DO THOIL, GO BHFUIL FREAGRAÍ IOMLÁNA TUGTHA AGAT AR NA CEISTEANNA A IARRTAR ANN. BA CHÓIR A CHINNTIÚ, CHOMH MAITH, GO BHFUIL TÚ INCHÁILITHE FAOI NA RIALACHÁIN. NÍ FÉIDIR LEIS AN GCOMHAIRLE DUL I MBUN FIOSRAITHE FAOI CHÁILITHEACHT IARRATASÓIRÍ ROIMH AN AGALLAMH/SCRÚDÚ, AGUS MAR SIN, D’FHÉADFADH DAOINE NACH BHFUIL INCHÁILITHE ACH A DHÉANANN IARRATAS MAR SIN FÉIN, DUL I GCOSTAS GAN GHÁ. NÍ BHEIDH CHOMHAIRLE CHONTAE LAOISE FREAGRACH MAIDIR LE COSTAS A THABHAÍONN IARRATASÓIR AS FREASTAL AR AGALLAMH.
2. Ní mór gach Cuid/Ceist sa cháipéis seo a fhreagairt go hiomlán **(ní ghlacfar le Curriculum Vitae).**
3. Déan cinnte go bhfreagraíonn tú gach ceist go hiomlán agus i gceart.
4. Ba chóir d’iarratasóirí a sheolann a gcuid iarratas ar an bpost a chinntiú go mbeidh dóthain ama chun an t-iarratas a sheachadadh roimh an tráth is déanaí a nglacfar leis.
5. Ní bhreithneofar aon éileamh go ndeachaigh iarratas nó litir a bhaineann leis an bpost amú sa phost nó gur raibh moill air sa phost mura gcuirfear Teastas Postála Oifig Poist ar fáil mar thaca le héileamh den chineál sin.
6. Cuir aon athrú ar do sheoladh poist in iúl dúinn, le do thoil.
7. D’fhéadfadh Comhairle Chontae Laoise cinneadh a dhéanamh, de bharr líon na ndaoine a dhéanann iarratas ar an gcomórtas, córas gearr-liosta a chur i bhfeidhm. Beidh líon na ndaoine a dtabharfar cuireadh chun agallaimh dóibh le socrú ag Comhairle Chontae Laoise. Beidh an gearrliosta bunaithe ar cháilíochtaí, ar thaithí iomchuí agus ar an eolas a thugtar ar an bhfoirm iarratais.
8. Seol isteach 4 cóip comhlánaithe sínithe den fhoirm i bhformáid chruachóip le do thoil.

COMHAIRLE CHONTAE LAOISE

**LAOIS COUNTY COUNCIL**

Application for appointment as Member of County Fire Brigade Personnel in accordance with the Regulations of the Minister and Terms of advertisement.

**Fire Station :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CLOSING DATE: 4.00pm on 26th November 2021**.

**Applicant’s Details**

1. Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Telephone Nos: (Work) (Home)

 (Mobile) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PPS/RSI No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Please enclose Birth Certificate which will be
 returned)**

6. Education: (State Standard Achieved and School)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Present Occupation and Employer: (Please include name, address and

 contact no.:)
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Please state distance from Fire Station of:

1. Home: (b) Place of Work:

9. Do you possess a full-unendorsed driving licence? \_\_\_\_\_\_\_\_\_\_\_

 (**Please attach a copy**)

10. Do you possess a current full or leaner permit Category C licence \_\_\_\_\_

 **(Please attach a copy)**

11. Do you require a work permit/working authorisation visa? \_\_\_\_\_\_\_\_

12. Have you previous experience of Fire Brigade or Ladder Work?
 Yes No
 If yes, give details \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

13. If previously employed by a Local Authority, give particulars:
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

14. (a) Have you your employer’s permission to absent yourself from your
 employment to attend duties required by the Fire Brigade.

 YES/NO \_\_\_\_\_\_\_\_\_\_\_

(b) Are you prepared to turn out day or night? YES/NO \_\_\_\_\_\_\_\_\_\_\_

(c) Are you prepared to attend Courses (if required) lasting up to two weeks?

 YES/NO \_\_\_\_\_\_\_\_\_\_\_

15. Details of any service with the Defence Forces/Auxiliary Defence Services
of Fire?
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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16. Names, address and contact numbers of two responsible persons to whom you are well known, but not related, from whom references can be obtained.
 (Enclose testimonials, if any)
 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
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 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

17. Have you previously applied for a position with the Council? If so, state when and for what purpose:
 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

18. Employment Details

**Give below, in date order (starting with your current employer), full particulars of all employment (and also 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.**

**Remember you may be shortlisted based on the information you supply in the application form. Candidates are advised not to submit a Curriculum Vitae. Anything you write may be discussed in more depth, should you be called to interview**

|  |  |  |  |
| --- | --- | --- | --- |
| **From (Date) To (Date)** | **Name and Address of Employer** | **Type of Employment or experience (short description) and particulars of salary** | **Reasons for leaving** |
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|  |  |  |  |

19. Training courses undertaken

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Course** | **Description of Course Content** | **Date(s)** | **Course Provider** |
|  |  |  |  |
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|  |  |  |  |

I, the undersigned, HEREBY DECLARE all the foregoing particulars to be true and give my permission for any enquiries to be made to establish such matters as age, qualifications, experience, character and for the release by other people, agencies, Garda Vetting procedures or organisations of such information as may be necessary to Laois County Council for that purpose. This may include enquiries from past/present employers and the submission of the application is taken as consent to this.

**YOU SHOULD ENSURE THAT YOU HAVE SUBMITTED THE FOLLOWING WITH YOUR APPLICATION:-**

1. **WRITTEN CONSENT FROM YOUR EMPLOYER**.
2. **ORIGINAL BIRTH CERTIFICATE**
3. **DRIVING LICENCE(S)**

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_