



THAME
Town Council

Town Hall, High Street, Thame, OX9 3DP

W: www.thametowncouncil.gov.uk

E: info@thametowncouncil.gov.uk

Tel: 01844 212833

Mandy Sturdy, Town Clerk

Guidance for Job Applicants

Please study the job description/person specification carefully.

Your application needs to demonstrate how you match, or exceed, the requirements of the job.

Please complete the enclosed application form and provide a Curriculum Vitae.

It is important that you give the names and full current addresses of two referees.

If you are selected for interview, we will write to your referees unless you indicate accordingly in the relevant section on the application form. If possible, please check with your referees that they are willing and able to supply references, before you submit your application.

Equal Opportunities Monitoring

Please complete the enclosed form and return it with your application. This will be used for statistical purposes only. It will be separated from your application on receipt.

Please send your application to recruitment@thametowncouncil.gov.uk

Thame Town Council regards your privacy as important and the personal information you give to us will be used in accordance with our Data Protection Privacy Notice (Recruitment).