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| **Assistant Commissioner Recruitment** |
| **Application form** |

Please complete all sections of this application in 12 font Arial text.

You are asked to provide supporting evidence in response to the essential criteria. This will allow you to provide more information about you and your achievements. Please avoid using generic descriptions and/or passive language by using examples about what you did in the circumstances.

Your completed **application form** and the **candidate supporting information form** should be emailed to [vacancies@boundaries.wales](mailto:vacancies@boundaries.wales) by **23.59pm on Friday 23 July 2021.**

1. **PERSONAL INFORMATION**

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| **PERSONAL INFORMATION** | | | | | |
| **Title** |  | **Forename(s):** |  | **Surname:** |  |
| **Profession or former profession (e.g Legal, Civil Servant, Administration)** | | | | | |
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| **Preferred contact details** | | | | | |
| Telephone number | | |  | | |
| Email address | | |  | | |
| Address | | |  | | |

1. **DISABILITY CONFIDENT SCHEME (DCS)**

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| **DISABILITY CONFIDENT SCHEME (DCS)**  Please refer to the Candidate Information Pack for further guidance about DCS | |
| **Are you applying under the Disability Confident Scheme (DCS)? (Y/N)** |  |

1. **CURRICULUM VITAE (CV)**

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| 1. **CURRICULUM VITAE (CV)**   Please set out your career history, with key responsibilities and achievements as well as your education and professional qualifications for the **past 10 years**. Please ensure you have provided reasons for any gaps within the last two years. No more than **two pages** long |
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1. **ARE YOU A FLUENT WELSH SPEAKER?**

Yes / No

1. **STATEMENT OF SUITABILITY**

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| **STATEMENT OF SUITABILITY**  Please provide evidence and examples of proven knowledge, skills and experience of each of the selection criteria detailed in the Candidate Information Pack. (**maximum 1250 words**). |
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| **Availability** | |
| **Please give any dates that you are unavailable to attend an interview** |  |

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| **The vacancy advertisement** | |
| **Where did you see this vacancy advertised?** |  |

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| **Previous Civil Service Employment and/or previous Public Appointments** | |
| **Have you ever been dismissed from Civil Service employment or a Public Appointment?** |  |
| **If yes – please provide further details** |  |

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| **Referees** |
| **Please provide name(s) and contact detail(s) of employee referees to cover the past 3 years.  They will not be contacted without your express permission.** |
| **The successful candidate will be subject to final references before an appointment can be formally offered.** |

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| **Referee 1** | |
| **Employer** |  |
| **Name of Contact** |  |
| **E-Mail address** |  |
| **Telephone number** |  |

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| **Referee 2** | |
| **Employer** |  |
| **Name of Contact** |  |
| **E-Mail address** |  |
| **Telephone number** |  |

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| **Political activity declaration** |
| **Due to the nature of the BCW’s work it is not appropriate for Assistant Commissioners to undertake any political activity, as this is not considered compatible with working on the boundary reviews.**    Information will only be provided to the panel for candidates selected for interview.  If you are successful, the information will be published with the announcement of your appointment. |
| Please provide details of your involvement in the activities you have undertaken during the past **five** years |

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| **Conflicts of Interest and previous conduct** |
| **Candidates must note the requirement to declare any interests they may have that might cause questions to be raised about their approach to the business of BCW.**    Please give details of any business or other interests or any personal connections which, if you are appointed, could be misconstrued or cause embarrassment to the Boundary Commission for Wales (BCW).    Any particular conflicts of interest detailed here will not necessarily prevent you going forward to interview but may, if appropriate, be explored with you during your interview to establish how you would address the issue(s) should you be successful in your application.    Please also confirm if you have ever been convicted of, or cautioned for, any criminal offence or have been found guilty of professional misconduct, or if any such proceedings are pending. |
| **Please provide details of any conflicts of interest.** |
| **Please provide details of any previous conducts**. |