



**DORSET POLICE
HUMAN RESOURCES DEPARTMENT**

If telephoning please ask for: - Service Support Team

Direct dial: **01305 or 01202 223794**

Email: [Human-](mailto:Human-Resources@dorset.pnn.police.uk)

Resources@dorset.pnn.police.uk

Website: www.dorset.police.uk

Dear Applicant,

POLICE STAFF VACANCIES

Thank you for your interest in a Police Staff appointment with Dorset Police. Would you kindly complete the application form, however, before doing so we would strongly encourage you to read this letter in full and also the accompanying guidance notes.

Applications will only be accepted on the agreed form, although supplementary evidence in the same format can be attached using an A4 sized continuation sheet. However evidence must be restricted to a maximum of three full sides. CVs will not be accepted. Applications in alternative formats i.e. on disc, tape etc will be considered, but for disabled applicants only.

All completed forms including application and personal details/equal opportunities must be returned BY POST or EMAIL , no later than 12 noon on the date given and to the address below:-

**The Service Support Team
Human Resources Department
Dorset Police Headquarters
Winfrith
Dorchester
Dorset DT2 8DZ**

Email: RecruitmentAdverts@dorset.pnn.police.uk

We are unable to pay excess postage on items received, therefore please ensure that the correct amount is paid otherwise your application will unfortunately not be accepted and will be returned to you. Equally, we cannot guarantee application forms received after this time/date will be considered. The forms for those not selected for/unsuccessful at interview will be destroyed in line with our Data Protection policy.

We value your interest in opportunities with Dorset Police. However In the interests of economy and continued environmental friendliness we do not write to applicants who are not shortlisted. If you do not receive a communication from us within a set period of time (generally a minimum of 21 days) please assume that you have been unsuccessful. If you are unsuccessful on this occasion, please do not let this put you off from applying again for other vacancies as and when they are advertised.

Yours Faithfully
Dorset Police Service Support Team
Human Resources