

APPLICATION FORM

Please complete each section of this application in full. Forms should be typed. You are free to attach any additional information which you feel may be relevant. Curriculum vitae may be attached but will not substitute for a completed application form. All data will be treated as strictly confidential.

Title of Post: Energy Engineer.....**Ref. No:** EE (SEUS) 13 1

Nature of Appointment: Fixed Term

PERSONAL DETAILS:

Name in full (Block letters)

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Postal address (Block letters)
Notify any change at once
in writing

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Telephone No(s). :

Home	Contact

Email Address	
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Date of Birth	
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Citizen of the European Union?: **Yes:** [] **No:** [] Please tick X

Full Driving Licence? **Yes:** [] **No:** [] Please tick X

ACADEMIC RECORD:

NB Copy of your 3rd Level Qualifications must be submitted with application form

Qualifications

Name of Post graduate, Degree, Diplomas, etc.,	Grade obtained (e.g. Pass; 2.2; 2.1; 1; etc.)	University, College or Examining Authority.	Year in which Qualification was obtained.

Training courses undertaken (either in-house or privately):

Name of Course	Description of Course Content	Date(s)	Course Provider

Membership of Professional Institutions:

Name of Professional Institution - Grade and years	

Previous Positions / Employment (in descending date order)

Date(from/to)	Employer	Position Held	Reason for Leaving

General description of duties and responsibilities:

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ADDITIONAL INFORMATION:

Please provide any additional information you think would be beneficial

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SUITABILITY:

Please outline what you feel you can bring to the role of Energy Engineer at the CKEA and assist it in meeting its mission.

DOCUMENTATION

As part of Carlow Kilkenny Energy Agency's selection procedures it is necessary to ratify the qualifications stated in this application. Please attach a **copy** of driving licence and all qualifications as listed in this application form.

PLEASE DO NOT SEND ORIGINAL CERTIFICATES WITH THIS APPLICATION.

REFEREES:

Please list two persons from whom the CKEA may request references on your behalf. Your present employer (or immediate past employer, if you are currently unemployed) should be included. No approach will be made to either referee without your prior permission.

Name:	Name:
Occupation:	Occupation:
Organisation:	Organisation:
Address:	Address:
Tel No:	Tel No:

**CLOSING DATE FOR RECEIPT OF COMPLETED FORM IS:
5.00PM (Irish Time) on Friday, 8th March 2013**

If you wish to receive a receipt of application, please enclose with your application a self addressed stamped envelope.

DECLARATION

NB: MISREPRESENTATION OF, OR FAILURE TO DECLARE, ANY MATERIAL FACT WILL INVALIDATE YOUR APPLICATION AND ANY JOB OFFER MADE AS A RESULT OF SAME.

I hereby certify that all statements given by me on this application are true and correct without omission and that any mis - statements given will disqualify my application or may result in dismissal if employed by the Agency. I also fully recognise that canvassing will disqualify my application.

Signature: _____ Date: _____

**APPLICATION FORMS SHOULD BE TYPED & RETURNED TO:
ENERGY ENGINEER APPLICATION
CARLOW KILKENNY ENERGY AGENCY LTD,
8 Patricks Court,
Kilkenny,
IRELAND**