



Bude-Stratton Town Council
The Parkhouse Centre
Ergue-Gaberic Way
Bude
EX23 8LD

Tel: 01288 353576

Website: www.bude-stratton.gov.uk

Email: office@bude-stratton.gov.uk

22 January 2018

Dear Applicant

Thank you for requesting the application pack for the role of:

Facilities Operative (Outdoor/Gardener/Maintenance/Caretaker/Cleaner)

Please find enclosed the job description/person specification and an application form. Please note CV's will not be accepted.

Please note that the deadline for applications for this post is 12 noon on Thursday 8th February 2018.

If you are selected for interview you will normally be contacted within 2 weeks of the closing date.

Unfortunately we may be unable to respond to unsuccessful applicants, therefore if you do not hear from us within 2 weeks of the closing date, unfortunately, on this occasion you have been unsuccessful.

The anticipated timescale for shortlisting/interview is:

Shortlisting 12th February

Interviews 15th February

If you would like further information regarding this role please contact the office via the contact details above.

Yours sincerely

Keith Cornwell

Responsible Finance Officer