



Bude-Stratton Town Council  
The Parkhouse Centre  
Ergue-Gaberic Way  
Bude  
EX23 8LD  
Tel: 01288 353576  
Website: [www.bude-stratton.gov.uk](http://www.bude-stratton.gov.uk)

21 February 2019

Dear Applicant

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

**Seasonal Facilities Operative**

Please find enclosed (or download) the job description/person specification and an application form. Please note CV's will not be accepted. Please do ensure you complete the Post Applied For section of the application form.

The deadline for applications for this post is Midnight on Monday 11<sup>th</sup> March 2019

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 13<sup>th</sup> March 2019

Interviews week commencing 25<sup>th</sup> March 2019

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

Yours sincerely

Keith Cornwell

Acting Town Clerk & RFO