



Tel: (01642) 579820

Email: info@menvcity.org.uk

Web: www.menvcity.org.uk

Dear Applicant,

Garden Services - Maintenance Operative

Thank you for your interest in the above post. I am pleased to enclose further details of the post, including a job description, person specification and application form.

The deadline for applications is 12 noon on Friday 15th March 2019. Applications can be posted, e-mailed or hand delivered; we do not accept application forms by fax. The postal address for applications is: Middlesbrough Environment City, Sandy Flatts Lane, Acklam, Middlesbrough, TS5 7YN. Applications by email should be sent to: mark.fishpool@menvcity.org.uk.

We do not acknowledge applications; please contact us if you wish to confirm receipt. We only contact applicants shortlisted for interview; if you have not been contacted by Friday 22nd March 2019, please assume that your application is not being progressed further.

For monitoring purposes we normally keep applications for a period of six months after the closing date at which point it will be destroyed securely. If you wish to have your application destroyed before this date, please attach a covering letter with your application.

Please note that the post may involve work with children and other vulnerable people and, therefore, the successful applicant will be subject to a disclosure through the Disclosure and Barring Service. In signing the application form, you are consenting to this check being carried out.

If, having read the information, you wish to discuss any aspects of the project further, please do not hesitate to contact David Scriven on the above number.

I look forward to hearing from you.

Yours faithfully,

MARK FISHPOOL
Director

