SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG

APPLICATION FORM FOR THE POSITION OF: LAES CASE OFFICER

CLOSING DATE/TIME FOR APPLICATIONS: 20th November 2026

Only typed applications received by email and on the official application form will be accepted – CV's will not be considered.

NAME IN FULL: _____

POSTAL ADDRESS: _____

_____

TELEPHONE NUMBER: _____

EMAIL ADDRESS: _____

ACADEMIC AND/OR PROFESSIONAL QUALIFICATIONS

FULL TITLE OF QUALIFICATION	QUALIFICATION LEVEL	UNIVERSITY/COLLEGE/PROFESSIONAL BODY	YEAR QUALIFICATION OBTAINED

*Qualification Level refers to the qualification level in the National Framework of Qualifications

EMPLOYMENT RECORD

*Please list all your previous appointments, beginning with your most recent employer. This should include voluntary and temporary work.

FROM	TO	NAME/ADDRESS EMPLOYER	JOB TITLE	DESCRIPTION DUTIES/RESPONSIBILITIES

SOUTH KERRY DEVELOPMENT PARTNERSHIP CLG.

PLEASE INDICATE ANY PARTICULAR EXPERIENCE OR ACHIEVEMENTS YOU CONSIDER AN INTERVIEW PANEL SHOULD BE AWARE OF WHEN ASSESSING YOUR APPLICATION. (Max. 400 words)

PLEASE OUTLINE HOW YOUR SKILLS AND EXPERIENCE ALIGN WITH THE REQUIREMENTS OF THIS ROLE. (Max. 400 words)

ARE THERE ANY RESTRICTIONS ON YOUR RIGHT TO WORK IN IRELAND? APPOINTMENT TO THIS ROLE IS SUBJECT TO THE CANDIDATE'S ELIGIBILITY TO WORK IN IRELAND.

YES: ☐ **NO:** ☐

IF YES, PLEASE GIVE DETAILS: _____

REFERENCES

Please provide names, addresses and position/occupation of two people (other than relatives/friends) with knowledge of you and your work to whom professional reference can be made. One should be your current or most recent employer. Both people should be in a position of responsibility within the employing organisation(s). They must not be related to you or be known to you only as a friend. If you are unable to provide these please give details of someone who knows you in other than a personal capacity and who is prepared to provide a reference to you.

Referees will only be contacted at Job Offer stage of the process.

NAME	ADDRESS	OCCUPATION/POSITION	CONTACT NUMBER

By submitting this application form, the applicant confirms that the information furnished by them is correct. Mis-statements will render an applicant liable to disqualification.

I declare that the information I have provided is true and accurate and that I have not omitted any material facts. I accept that any offer of employment is conditional on the provision by me of true, accurate information with no material omissions. I understand that any omissions or misrepresentation of information in this application may, in the event of me obtaining employment, result in disciplinary action up to and including dismissal.

SIGNATURE	DATE

Canvassing will automatically disqualify.

Shortlisting will take place on the basis of the information provided in the application form.

All personal data collected is in compliance with the requirements of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

South Kerry Development Partnership CLG is an equal opportunities employer which welcomes applications from any individuals with the relevant skills and abilities to help make its diverse workforce more effective.