**Application for Research Assistant**

Please complete this application form in full.

Once completed, return:

(1) this application form,

(2) your CV, and

(3) a one-page cover letter by email to admin@fiscalcouncil.ie

Applications will only be processed on receipt of all three application documents.

**Data Protection**

This application requires you to submit “personal data” as defined by the Data Protection Acts 1988-2008 (the Data Protection Acts) and the General Data Protection Regulation 2018 (GDPR). This data will be processed exclusively for the purpose of recruitment, selection and employment procedures, including further vetting with appropriate third parties (references) as necessary. You will be advised in advance of any reference checks. The Fiscal Council will protect the information which you provide and will ensure that it is not passed to anyone who is not authorised to see it. The information will be retained in accordance with Data Protection Acts and GDPR.

**Declaration**

I confirm that, to the best of my knowledge and belief, the information provided above is complete and correct. I understand that omitting and misrepresenting any relevant facts may subsequently lead to my employment being refused or terminated.

In accordance with the Data Protection Acts and GDPR, I agree to the organisation processing the personal data I have provided.

Yes [ ] No [ ]

**Name**:

**Date**:

**Basic Information**

**Name**:

**Permanent Address**:

**Contact Address if different**:

**Phone**:

**Email**:

**Have you applied to the Fiscal Council previously?**

Yes [ ] No [ ]

If yes, what was the outcome?:

**If appointed, what is the earliest date you could take up your duties?:**

**References:** Please give the names and contact details of two people able and willing to give confidential references as to your character and qualifications:

Reference 1:

Reference 2:

**Have you any objections to our making inquiries of your present employer or supervisor?**

Yes [ ] No [ ]

**Are you a citizen of the European Economic Area (EEA)? [[1]](#footnote-1)**

Yes [ ] No [ ]

**Are there any restrictions to you working in Ireland, e.g. is a work permit required?**

Yes [ ] No [ ]

If yes, please describe:

**How did you hear of this vacancy (Jobs site, our website, referral, etc.)?:**

Jobs website [ ]

The Fiscal Council website [ ]

The Fiscal Council Twitter account [ ]

A referral from someone you know [ ]

Other [ ]

If “Other”, please describe:

**Language Skills**

**How would you describe your English language skills (reading, writing and speaking)?**

Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

Relevant English language qualifications you would like to note (optional):

**Computer Skills**

Please indicate your level of competence with each software application:

**MS Office (Word, Excel, PowerPoint):**

None [ ] Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

**EViews:**

None [ ] Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

**R:**

None [ ] Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

**Datastream:**

None [ ] Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

**Matlab:**

None [ ] Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

**Python:**

None [ ] Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

**Stata:**

None [ ] Basic [ ] Intermediate [ ]  Advanced [ ]  Excellent [ ]

**Other** (please describe):

**Education**

## Second Level Education from the age of 12 years

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of School** | **Year Started** | **Year Finished** | **Leaving Certificate or Equivalent Final Qualification at 2nd level** | **Subjects and Grades** (give exact grades and specify if ordinary or higher level) |
|  |  |  |  |  |

## Third level education:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Institution** | **Year Started** | **Year Finished** | **Degree** | **Class of Honours Attained** | **Main Course of Study** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Employment Record**

Starting with your present post please detail, in reverse order, every post you have had, which you feel may be relevant to the role.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Business or Employer and their Address** | **Start Date** | **End Date** | **Title of Role** | **Supervisor** | **Duties** | **Reason for Leaving** |
|  |  |  |  |  |  |  |
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**If there are any other facts that you feel should be taken into account in support of your application, please note them here (optional):**

1. Please be advised that the Fiscal Council is legally obliged to hire citizens of countries in the European Economic Area (EEA) unless it proves impossible to source any who are suitably qualified, having exhausted all recruitment avenues. The EEA consists of the member states of the European Union along with Iceland, Liechtenstein and Norway. Your application will therefore be considered in this context. [↑](#footnote-ref-1)