

**Survivors' Network**

**Application Form**

**DO NOT SUBMIT CURRICULUM VITAE WITH THIS APPLICATION FORM**

**Please complete this application form and return it by email as a word document only to Suzanne at:** [**admin@survivorsnetwork.org.uk**](mailto:admin@survivorsnetwork.org.uk)

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| --- | --- |
| **Closing Date** | 9am Thursday 24th June |
| **Interview Date** | Friday 2nd July |
| **Position Applied for** | Welcome Worker |
| **How did you hear of the opportunity?** |  |

# **Personal Details**

|  |  |
| --- | --- |
| **Last Name** |  |
| **First Name (s)** |  |
| **Address for Correspondence** |  |
| **Post Code** |  |
| **Daytime telephone no.** |  |
| **Evening telephone no.** |  |
| **Email address:** |  |

**Present or most recent work (Paid, voluntary or caring)**

|  |  |
| --- | --- |
| **Employer’s name and address** |  |
| **From:** | **To:** |
| **Employer’s telephone no** |  |
| **Position held** |  |
| **Salary** |  |
| **Principal Duties** |  |

**Previous Employment**

**Please include voluntary work and any other relevant experience. You will not be required to account for any gaps in your employment history.**

**Please use additional sheets where required**

|  |  |  |
| --- | --- | --- |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |
| **Employers name:** | **From:** | **To:** |
| **Job title:**  **Principal duties:** | | |

**Education and Qualifications**

**Please give brief details of courses attended and examination results. Please indicate any language skills**

|  |  |  |
| --- | --- | --- |
| **School/College/University/Further Education** | | |
| **From:** | **To:** | **Examination results (subjects, levels/grade attained)** |
| **Professional Qualifications / Membership of Professional Bodies** | | |
| **From:** | **To:** | **Examination results (subjects, level/grade attained)**  **or membership details** |
| **Other relevant training courses attended** | | |
| **From:** | **To:** | **Qualification achieved (if any)** |

**This section of the form tells us about your skills, knowledge, experience and attributes. Please read the Job description and Person Specification. Describe how these relate to the criteria by giving clear examples. For example it is not enough to tell us that you are a good communicator, give us an example of a situation in which you had to deploy your communication skills and what the outcome was.**

**We have set out the criteria provided in the job pack below to detail how you meet the essential criteria. This makes it easier for our short listing panel. Please ensure that you give as much detail as you can under each of these headings. Do not rely on information listed in the previous sections.**

**Knowledge, skills and experience are not just gained through full time work. They can also be gained through voluntary work, part-time work, college or school based projects, job clubs, home life or hobbies etc.**

**Use extra sheets if you need to and make sure they are clearly marked with your name and the position you are applying for.**

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**References**

**Please give names and addresses of two referees. Where relevant, one of these should be either your present or most recent employer, college or school supervisor. (Friends and relatives may not be used as references)**

|  |  |
| --- | --- |
| **Name:** | **Name:** |
| **Organisation:** | **Organisation:** |
| **Address:** | **Address:** |
| **Position:** | **Position:** |
| **Telephone No:** | **Telephone No:** |
| **Email:** | **Email:** |

|  |  |
| --- | --- |
| **Signed:** | **Date:** |
|  |  |