APPLICATION FORM
Please let us know if you require an alternative format, ie larger print

|  |  |
| --- | --- |
| POST: | **SUPPORTER CARE OFFICER** |
| CLOSING DATE: | Deadline for applications: 27th March |
| SURNAME: |  |
| FIRST NAMES: |  |
| EMAIL: |  |
| ADDRESS: |  |
|  |
| HOME PHONE: |  |
| WORK PHONE: |  |

|  |
| --- |
| Please let us know if you require any reasonable adjustments for the interview. The first interview will be via phone or Zoom (the equivalent of Skype).  |
|  |

|  |
| --- |
| Please indicate what period of notice is required by your current employer |
|  |

|  |
| --- |
| **EMPLOYMENT HISTORY** |
| **Latest Employment** |
| Name & Address of Employer | From | To | Post & brief outline of duties |
|  |  |  |  |
|  |
| Reason For Leaving: |  |
| Latest Salary: |  |

|  |
| --- |
| **Previous Employment** |
| Name & Address of Employer | From | To | Post & brief outline of duties |
|  |  |  |  |
|  |
| Reason For Leaving: |  |

|  |
| --- |
| **Previous Employment** |
| Name & Address of Employer | From | To | Post & brief outline of duties |
|  |  |  |  |
|  |  |  |  |
| Reason For Leaving: |  |

|  |
| --- |
| **REFERENCES** |
|  |
| Please give the names and addresses of two referees one of whom should be your present or latest employer: |
| NAME: |  |  |
| POSITION: |  |  |
| COMPANY / ORGANISATION: |  |  |
| ADDRESS: |  |  |
| TELEPHONE NO/EMAIL: |  |  |
| IN WHAT CAPACITY DO YOU KNOW THIS PERSON: |  |  |
| TICK AS APPROPRIATE: |  | Do not contact until offered the post |  | Do not contact until offered the post |
|  | Can be contacted now |  | Can be contacted now |
|  |
| If you have been convicted of any criminal record which is not spent, as defined by the rehabilitation of offenders act 1974, please give details:  |
|  |
| Signed: |  Dated: |
| Giving incorrect information on this application could lead to termination of employment |
|  |

Please continue on a separate sheet if necessary

|  |
| --- |
| **Relevant Qualifications & Training**  |
|  |

|  |
| --- |
| **Describe any community activity or voluntary work you have been involved in which is of relevance to the post: (please give dates and name of organisation). 250 words max** |
|  |

|  |
| --- |
| **Paying** careful attention to the criteria listed in the Person Spec, please explain how you will bring your skills and experience to bear on this job. (500 words max) |
|  |

Please send this form, together with your Monitoring form and accompanying letter, and CV if wished, by 27th March to Jacqueline.Fitzsimmons@stamma.org

Telephone/Zoom interviews are scheduled for 3rd April and panel interviews are scheduled for week beginning 6th April.

Contact Jacqueline.Fitzsimmons@stamma.org if you have any queries.