**APPLICATION FORM**

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| **Surname** |  |
| **Other names** |  |
| **Address** |  |
| **Post Code** |  |
| **Telephone** |  |
| **Email** |  |

**Which post are you applying for?**

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**Where did you see this post advertised?**

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1. **Please give brief details of your education and any relevant training or professional courses you have taken and any qualifications gained.**

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| --- | --- | --- | --- |
| **Dates** | **Name/address of institution/provider** | **Details of course(s) attended** | **Qualification gained (if any)** |
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1. **Please give brief details of previous employment – please indicate whether it was voluntary/unpaid work (continue on extra page if necessary).**

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| --- | --- | --- | --- |
| **Dates** | **Name/address of employer** | **Job title and main duties** | **Salary and reason for leaving** |
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1. **Please indicate your fluency (native/good/average/poor) in English and Spanish and any other languages you have.**

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| --- | --- | --- | --- | --- |
| **LANGUAGE** | **UNDERSTAND** | **SPEAK** | **READ** | **WRITE** |
| English |  |  |  |  |
| Spanish |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **Are you legally entitled to work in the UK?** Yes  No

If appointed we are legally required to ensure you provide evidence of your right to work in the UK (e.g. passport, birth certificate, National Insurance Number etc)

1. **Have you ever been convicted of a criminal offence?** Yes  No

(Declaration subject to the Rehabilitation of Offenders Act 1974)

1. **Please provide two professional referees.**

The first should be your current or most recent employer. The other should be someone who knows your professional work well enough to be able to comment meaningfully on your ability to carry out this job (e.g. another employer or from voluntary work). They must not be a family relation.

|  |  |
| --- | --- |
| **Name** | **Name** |
| **Address** | **Address** |
| **Telephone** | **Telephone** |
| **Email** | **Email** |

**References will only be taken up once a job offer has been made and accepted.**

**7. Other information:** please use this section to demonstrate your knowledge, skills and experience as outlined in the person specification. Please draw on practical examples as evidence. It would be useful to underline each item e.g. experience in finance administration, and then give your response. Continue on a separate sheet if necessary.

**8. Declaration and signature**

I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.

**Signed: Date:**

(If sending by email you may type your name.)

**PLEASE RETURN TO:** [**finance@peacebrigades.org**](mailto:finance@peacebrigades.org) **by 9am GMT, 29th March 2016**