![C:\Documents and Settings\user\My Documents\Logos\CWIN logo[1].JPG]()

**Application for Employment**

All information will be treated in the strictest confidence.

**DEADLINE for APPLICATIONS Friday 16th October 2020**

**Please complete all sections of the form in black ink and return to Central and West Integration Network, Garnethill Multicultural Centre, 21 Rose Street, Glasgow G3 6RE. Email: florence@cwin.org.uk**

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| **VACANCY DETAILS** |
| Application for the post of: |
| Where did you see the post advertised: |
| **PERSONAL INFORMATION (Please complete in BLOCK letters)** |
| Last Name: |
| First Name: |
| Title: |
| Home address (*including postcode)* |
| Telephone numbers: |
| Email address: |
| **ELIGIBILITY TO WORK IN THE UK** |
| Do you need a work permit to work in the UK? Yes [ ]  No [ ] All candidates shortlisted for interview are required to provide proof of eligibility to work in the UK |
| Have you ever been convicted of a criminal offence? Yes [ ]  No [ ]  *(Declaration subject to the Rehabilitation of Offenders Act 1974)* |
| **NOTICE PERIOD** |
| If appointed, how soon could you take up the appointment? |
| **DECLARATION** |
| I confirm that the information I have given on this form is correct and that misleading statements may result in my dismissal if they become known after my appointment |
| Signed: Date: |
| **QUALIFICATIONS** |
| Please list below all the qualifications you have including secondary school/college/university/other. Please give details of qualifications including grades, class of degree, dates obtained and whether obtained at eg. School, college, university. |
| Date(s) | Institution and awarding body | Subject(s) studied | Full-time or part-time | Qualification & grade/class of degree obtained |
|  |  |  |  |  |
| **Training** |
| Please list any other training you have undertaken which may be relevant to the post for which you are applying |
| Date from/to month/year | Training undertaken | Qualification gained (if applicable) |
|  |  |  |
| **CURRENT AND MOST RECENT POSITION** |
| Dates of employment | From: | To: |
| Notice required (if applicable): |
| Name of organisation: |
| Address: |
| Job Title: |
| Present grade and salary: |
| Brief description of duties: |
| Reason for leaving (if applicable) |
| **Work History** |
| Please give details of paid employment you have held, beginning with the most recent |
| Organisation’s name and address | Job title, brief description of duties | Dates |
| **UNPAID WORK** |
| Please give details of any unpaid posts you have held which have provided relevant experience |
| Dates | Organisation’s name/address (if relevant) | Brief description of duties |
| **REFERENCES** |
| Please give contact details of at least two people willing to act as referees. At least one of the referees should to your current or most recent employment. |
| Title: | Title: |
| Name: | Name: |
| Job Title: | Job Title: |
| Organisation: | Organisation: |
| Address: | Address: |
| Tel. number | Tel. number: |
| Email address: | Email address: |
| Relationship to applicant | Relationship to applicant: |
| **INFORMATION IN SUPPORT OF APPLICATION** |
| Please use this section to explain why you are applying for this post and how your skills and experience relate to the responsibilities of the post: |