

Community Engagement & Projects Coordinator

Application Form

**PART 1 PERSONAL DETAILS**

First Name

Last Name

Preferred Title: Mr / Mrs / Miss / Ms

Address:

Post Code:

Email Address:

Contact Telephone Numbers: Daytime:

Evening:

**Data Protection Act 1998**

I confirm that the information set out in this application is, to the best of my knowledge, true and complete. I understand that any false statement may disqualify me from employment.

Name: Date:

Please answer ALL the following questions ensuring you provide written evidence in your application that you meet all of the essential criteria and the desirable ones if possible, giving examples where you can of how your experience relates to the the job description. Please expand the space available as necessary.

|  |  |
| --- | --- |
| **WORK EXPERIENCE AND EDUCATION** | |
|  | **Current or most recent job** |
| |  |  |  |  | | --- | --- | --- | --- | | Name and Address of Employer | | Job Title (and Grade if appropriate) | | |  | |  | | |  | |  | | |  | |  | | |  | |  | | | Full or part-time | Period of Notice | Date of Appointment | Gross Annual Salary | |  |  |  |  | |  |  |  |  |   Brief description of duties   |  | | --- | |  | | |
| **Past jobs** | |
| **Please give details of education and training that are relevant to this post** (Include the name of the university, college or school, the course studied, and qualification achieved. Please also include any relevant short courses or training that might not be accredited but could be relevant to this role) | |
| |  |  |  |  | | --- | --- | --- | --- | | School / College / University / Other  (please give dates) | State if Full  or Part Time | Qualifications Gained | Grades  (if appropriate) | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  |   **ANY OTHER RELEVANT QUALIFICATIONS OR ATTAINMENTS -**   |  |  |  | | --- | --- | --- | | Organising Body | Course Details and date | Qualifications Gained | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | |  |  |  | | |
| **YOU AND YOUR FIT WITH Community Regen** | |
| **Please tell us more about yourself and outline how you think your skills and attributes fit with the person specification** (in no more than 500 words). Please use real examples of your experience where you can to demonstrate how you meet the criteria. | |
|  | |
| **Tell us why you want this job** (in no more than 200 words) | |
|  | |
| **What particularly interests you about Community Regens work?** (in no more than 200 words)\_ | |
|  | |

Please return completed application form by email to [info@communityregen.net](mailto:info@communityregen.net)

**THANK YOU!**

**Closing date: 30th May 2018**

**Interview date: 15th June 2018**

# Project Consultancy and Research Officer

# Monitoring Form

**CRIMINAL CONVICTIONS**

Because of the nature of the work for which you are applying, applicants maybe required to undertake a DBS check and give details of all convictions for criminal offences, including those which would otherwise be considered as ‘spent’. Failure to give details of convictions could result in dismissal or disciplinary action. Information given will be considered only in relation to this application.

Please give details of all convictions including those which would otherwise be considered as ‘spent’. If there are no convictions, please enter ‘NONE’.

|  |
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**MONITORING INFORMATION**

**DISABILITY**

*The Equality Act 2010 states that a person has a disability for the purpose of this Act if he/she has a physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day to day activities)*

|  |  |
| --- | --- |
| Do you consider you have a disability as defined above? | YES / NO |
| Please advise us of what adjustments we could make to facilitate your interview |  |

**ETHNIC ORIGIN -** Please tick appropriate box

|  |  |  |  |
| --- | --- | --- | --- |
| Asian or Asian British |  | White - UK origin |  |
| Indian |  | White -Other background *(Please specify below)* |  |
| Pakistani |  |  |  |
| Bangladeshi |  | Mixed - White & Black Caribbean |  |
| Other Asian background *(Please specify below)* |  | Mixed - White & Black African |  |
|  |  | Mixed – White & Asian |  |
| Black or Black British |  | Other Mixed background *(Please specify below)* |  |
| Caribbean |  |  |  |
| African |  | Chinese |  |
| Other Black background *(Please specify below)* |  | Other Ethnic Group *(Please specify below)* |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Male |  | Female |  |

**GENDER -** Please tick appropriate box

**GENERAL MONITORING**

|  |  |  |
| --- | --- | --- |
|  | Where did you see this post advertised? |  |

I accept that any information given in this application that I know to be false, or information deliberately withheld may result in my application being disqualified or if appointed may result in dismissal.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this application by email to [**info@communityregen.net**](mailto:info@communityregen.net)