**CONFIDENTIAL**

**APPLICATION FOR THE POSITION OF COMMUNITY ENGAGEMENT WORKER**

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| **PLEASE NOTE:**  ***We do not accept CVs as part of the application process, please do not include one.***  ***We do not accept handwritten applications.*** |

**1. Personal details:**

Surname: First Name(s):

Address:

Telephone No: Home: Work:

May we contact you on your work number? YES/NO

Have you a current driving licence? YES/NO

Would you have use of a car for work? YES/NO

**Declaration**

To the best of my knowledge the information I have given on this form is correct and may be used as part of my contract of employment.

I understand that:

1. The provision of false information may result in disqualification or termination of my employment.
2. I will be asked to agree to an enhanced DBS check.

Signed ………………… Date …………..

**Equal Opportunities Statement:** It is the continuing aim of Lancashire LGBT to develop policies which promote equal opportunities in employment, regardless of an individual’s gender, gender status (including gender re-assignment), sexual orientation, age, marital status, creed, colour, race, ethnic origin or disability. This principle will apply in respect of all terms and conditions of work including, pay, hours or work, holiday entitlement, work allocation, guaranteed earnings, sick pay, recruitment, training, promotions and redundancy.

**Please complete this form and return by 4pm on Monday 14th November marked Private and Confidential, quoting Ref:** WB002 **to:** **Heather Paton, Brentwood House, 15 Victoria Road, Fulwood, Preston, PR2 8PS or via e mail to heatherp@communityfutures.org.uk**

**2. Current employment (if applicable):**

Post Held:

Employer:

Date of Appointment: Present Salary:

Notice required:

Duties and responsibilities of Post:

|  |  |  |  |
| --- | --- | --- | --- |
| **3. Previous Employment (please continue on a separate sheet if necessary) :** | | | |
| Name of Employer | From | To | Post Held |
|  |  |  |  |

|  |  |
| --- | --- |
| **4. Qualifications and Training 15+ (please continue on a separate sheet if necessary) :** | |
| **Subject** | **Qualification** |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **5. Any experience of unpaid work (please continue on a separate sheet if necessary) :** | | | |
| Organisation | From | To | Nature of Work |
|  |  |  |  |

**6. Suitability for the post and reasons for applying:**

On a separate sheet, **on no more than two A4 sides, font size 12**, please indicate how you fulfil the requirements for the post and why you are applying for this post. You are advised to use the information supplied with the application pack. All relevant experiences are important and can be used.

**8. References:**

One of your referees should be your current or most recent employer.

A. Name ………………….

Post Held ………………….

Address ………………………………………………………………………….

………………………………………………………………………………………………………….

………………………………………………………………………………………………………….

Telephone No: Home ……………………………. Work ………………….

In what capacity is this referee known to you?

May we contact this referee at this stage? YES/NO

B. Name …………………

Post Held …………………

Address ………………..

………………………………………………………………………………………………………..

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Telephone No: Home ……………………………. Work ………………….

In what capacity is this referee known to you?

May we contact this referee at this stage? YES/NO