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# **APPLICATION FOR EMPLOYMENT**

DWT lead for this application process – Mark Dinning

Job Role this application related to – Bluespaces Manager

The following level of DBS check is required for this post - Basic

|  |  |
| --- | --- |
| Forename(s) |  |
| Surname |  |
| Present Address |  |
| Permanent Address  (if different) |  |
| Telephone No. |  |
| Email |  |
| National Insurance Number |  |
| Post Applied For |  |
| Where did you see the post advertised? |  |

|  |  |  |
| --- | --- | --- |
| EDUCATION (from secondary level onwards) | | |
| Dates | Establishment | Qualifications |
|  |  |  |
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| --- | --- | --- |
| TRAINING | | |
| Training Courses Attended | Date | Skill/Qualification Obtained |
|  |  |  |

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| --- |
| Please give details of any membership(s) of professional bodies |
|  |

|  |  |
| --- | --- |
| CURRENT OR MOST RECENT EMPLOYMENT | |
| Job title |  |
| Name and address of employer: |  |
| Date of appointment |  |
| Date of leaving |  |
| Please outline your duties: |  |
| Annual salary |  |
| Reason for leaving |  |

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| --- | --- | --- | --- |
| PREVIOUS EMPLOYMENT (in date order) | | | |
| Dates | Employer, including address | Job Title | Reason for leaving |
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| SUPPORT FOR YOUR APPLICATION |
| Please provide a summary of the Personal Statement provided in support of your application. |
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| OTHER INTERESTS |
| Please describe any interests or hobbies that may be relevant to your application |
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| --- | --- |
| Do you hold a full UK driving licence? |  |
| Date licence obtained |  |

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| --- | --- |
| REFERENCES | |
| We require details of two referees. One reference should be from your current or most recent employer. If this is not the case please explain why in the space provided below | |
|  | |
| **Reference 1** | Current or most recent employer |
| Name |  |
| Address |  |
| Email address |  |
| Daytime telephone no |  |
| Relationship to you |  |
| Can we contact this referee without contacting you first? |  |
| **Reference 2** | Personal or previous employer |
| Name |  |
| Address |  |
| Email address |  |
| Daytime telephone no. |  |
| Relationship to you |  |
| Can we contact this referee without contacting you first? |  |

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| DECLARATION |
| I accept that in the event of any untrue statement being made on this application form, or a statement being made which Durham Wildlife Trust considers misleading, which by implication covers the omission of any information, the Durham Wildlife Trust reserves the right to terminate employment.  *Signed: Date:* |

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| Please return your completed application form and personal statement by email to [jobs@durhamwt.co.uk](mailto:jobs@durhamwt.co.uk)  Closing date is 9 am on Friday 13th September 2023. |