When completed this form should be returned to: - **AWAZ (Cumbria), PO Box 282, Carlisle. CA2 6WZ or email to** [**admin@awaz.info**](mailto:admin@awaz.info)

**Please do not include CV’s these will not be considered.**

Closing date: 7th August 2018 midnight.

Application for the post of **AWAZ Cumbria Community Development workers**

Post applied for: 1 - Full Time (North) or

2 - Part time 18 .5 hours (South)

Please delete as appropriate

Where did you see the advertisement?…………………………………………………..

First Name(s)…………………………………………………………………

Preferred Title

Surname……………………….. ………………….. (e.g.Mr/Ms/Mrs/Miss/Dr)…………….

Address for Correspondence…………………………………………………………………………

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

…………………………………………………….…… Post Code ………………….………………

E-mail Address:………………………………………………………………

Telephone number: (Daytime) ……………………………. (Home)…………………………….

Mobile………………………………………………..

|  |
| --- |
| Do you require a work permit to take up this appointment? Yes/No  NI Number………………………………………………. |

**Secondary Education**

|  |  |  |  |
| --- | --- | --- | --- |
| **School** | **From** | **To** | **Qualifications gained stating subjects, grades and dates** |
|  |  |  |  |

**Further/Higher Education**

(Include information on undergraduate and postgraduate degrees, diplomas, evening and correspondence courses)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **University/College** | **From** | **To** | **Full or part-time** | **Qualifications. Please give dates awarded.** |
|  |  |  |  |  |

**Professional qualifications (include grade of membership and date of award)**

|  |
| --- |
|  |

**Details of other vocational or technical courses, not included above, along with any apprenticeship/ training in a trade or profession and dates**

|  |
| --- |
|  |

**Employment**

Please give details of all previous employment starting with your present (or most recent) employer.

Present/most recent employment

|  |  |  |  |
| --- | --- | --- | --- |
| **Dates From/To** | Employer’s Name, Address and nature of business | Job Title and main duties | Reason for Leaving |
|  |  |  |  |

Notice Period required…………………………………………

Please state current salary or most recent salary if not currently employed …………………

Previous Employment

|  |  |  |  |
| --- | --- | --- | --- |
| Dates From/To | **Employer’s Name, Address and nature of business** | **Job Title and main duties** | **Reason for Leaving** |
|  |  |  |  |

**References**

Please give below the details of two people from whom we can obtain references, at least one of whom should be your present or most recent employer.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** |  | |  | |
| **Position** |  | |  | |
| **Tel No** |  | |  | |
| **Email** |  | |  | |
| **Address** |  | |  | |
| ***Please tick box to your right if you do not wish Referee* 1 *to be contacted until you have been notified*** | |  | ***Please tick box to your right if you do not wish Referee 2* *to be contacted until you have been notified*** |  |
|  |  |

**Please include a statement of support for your application, relating it to the person specification included with this pack. (please continue on additional sheets.)**

|  |
| --- |
|  |

**Criminal Convictions**

Please give details below of any unspent criminal convictions. Posts require Enhanced DBS disclosure.

Where we consider that the conviction(s) is not relevant to your application, we will disregard it.

………………………………………………………………………………………………………

………………………………………………………………………………………………………

I hereby certify that to the best of my knowledge the details given in this form are correct. I understand that in the event of my being offered employment with AWAZ (Cumbria), any proven falsification, or concealment of any material fact in respect of my application may lead to AWAZ (Cumbria) withdrawing the offer of employment if employment has not yet commenced or disciplinary action and dismissal if employment has commenced.

Signature…………………………………………………….Date…………………………………

**We do value your application, but in order to save valuable resources we will not be acknowledging applications. If you receive no further communication within one week of the closing date, you may assume that you have been unsuccessful on this occasion. May we take this opportunity to thank you for your interest in the post.**

**Equal Opportunities Monitoring Form**

Please complete and return, with your application form.

This is sensitive personal data and will be treated with the utmost confidentiality in line with the requirements of the Data Protection legislation. The data will only be used for general statistical and monitoring purposes. The data will not be taken into account in assessing information on your application form.

**Job title: ------------------------------------------------------**

|  |  |  |
| --- | --- | --- |
| **Ethnic Background** | | |
| **A) White** | **B) Mixed** | **C) Asian or Asian British** |
| British | White and Asian | Bangladeshi |
| Irish | White and Black African | Pakistani |
| Gypsy or Irish Traveller | White and Black Caribbean | Indian |
| Any Other White background  *(Please specify)---------------------------* | Any other Mixed background  *(Please specify)----------------------* | Any other Asian background  *(Please specify)-------------------------* |
| **D) Black or Black British** | **E) Chinese, Arab or Other Ethnic Group** |  |
| African  Caribbean | Chinese  Arab |  |
| Any other Black background  *(Please specify)-----------------------------* | Any other Ethnic Group  *(Please specify)* |  |

*The above classification of Black and Minority Ethnic groups is in line with the 2011 Census Ethnic Categories.*

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Age Group (Please tick as appropriate)** | | | | | | | | | | | |
| Under 25 |  | 25-34 |  | 35-44 |  | 45-54 |  | 55-64 |  | 65+ |  |

|  |  |  |
| --- | --- | --- |
| **Gender** |  | **\* Disability** |
| Male  Female |  | Yes  No |
| Transgender |  | If Yes *(Please specify)----------------------------------------------* |

*\** The Equality Act 2010 defines a person as disabled if they have a physical or **mental** impairment that has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities.

|  |  |  |  |
| --- | --- | --- | --- |
| **Religion or belief** | |  | **Sexual Orientation** |
| Buddhist | Muslim |  | Gay man |
| Christian | Sikh |  | Gay Woman/ Lesbian |
| Hindu | No Religion |  | Bisexual |
| Jewish |  |  | Heterosexual/ Straight |
| Other *(Please specify)* |  |  | Other *(Please Specify* |

**Thank you. Please complete and return, with your application form.**