

## PERSONAL AND CONFIDENTIAL

**APPLICATION FOR THE POST OF: CLOSING DATE:**

Friday 18th October, 9.00am

Cook – Part Time

* **Please fill in all sections**

1. **Do not attach your CV as it will not be considered**
2. **Complete electronically or in black ink or typescript for copying purposes**

##### **Personal Details**

Forename(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home tel. no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Mobile no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Education / Qualifications and Training***

Please include all relevant qualifications you have obtained or are about to take. (Please enter most recent first)

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Type of Qualification** | **Subject** | **Result** |
|  |  |  |  |

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### Reasons for applying

Please outline your reasons for applying for this post and why you feel you are suitable for

this post.

### Relevant Skills and Experience

Before completing this section please read the enclosed Job Description and Person Specification carefully. Use each requirement listed in the Person Specification as a heading and demonstrate how you meet the requirement by giving relevant details of your experience, skills and knowledge gained in employment, voluntary work or elsewhere.  ***(Attach additional sheets where necessary)***

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### Declaration

I confirm that the information I have given on this form is correct and complete and I understand that missing or misleading statements may be sufficient for cancelling any agreements made.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Emmaus may wish to hold your details on file for consideration for any future vacancies.

Are you happy for your application to be kept on file for 12 months? Y*es/No*

**Please return this form, once completed, by email to:** [**chloegoodship@emmausvc.org**](mailto:chloegoodship@emmausvc.org)

Or to the following address:

Chloe Goodship,

Catering Manager,

Emmaus Village Carlton,

School Lane, Carlton,

Beds,

MK43 7LQ

**Committed to Equal Opportunities**

Registered Office: Emmaus Village Carlton, School Lane, Carlton, Beds, MK43 7LQ

Tel: 01234 720826

Registered Charity No 1083113