

Position: Projects Manager

Closing Date: 27th October 2023

Completed application form to be returned to: *office@springnorth.org.uk* Or by post to: *Angela Allen, Spring North, 1 Exchange Street (Room 103) Blackburn. BB1 7JN*

Section A - Personal Details			
Surname			
Forename(s)			
Former Surname(s)			
Address			
Contact Number			
Email Address			
NI Number			

Section B - Health

Are you in good health? Are you currently undergoing any treatment or attending any clinics? *lease give further information below*

Are you registered as disabled? If yes, please give details of your disability if you feel necessary

Section C - Education & Qualifications (Schools, Colleges, Universities)			
Name & Address of Educational Establishment	Subject/Course	Result	

Section D - Employm	ent History (starting with the most recent/current)	I
Employer Name		1
Employer Address		
Position(s) held		I
Date started		I
Date ended		l
Salary (optional)		
Reason for Leaving		

Employer Name	
Employer Address	
Position(s) held	
Date started	
Date ended	
Salary (optional)	
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Date started	
Date ended	
Salary (optional)	
Reason for Leaving	

Section E - Skills, Knowledge, & Experience

Please give details of any skills, knowledge & experience that demonstrate how you meet our Person specification, to ensure you can meet the demands of the role

Section E - Continued

Please give details of any skills, knowledge & experience that demonstrate how you meet our Person specification, to ensure you can meet the demands of the role

Have you ever been convicted of a criminal offence? Yes No Have you ever been cautioned for a criminal offence? Yes No Do you own a car? Yes No Do you have a full driving licence? Yes No Do you have any current driving endorsements? Yes No Are you a member of a Trade Union or Professional Body? Yes No If offered this position will you continue to work in any other capacity? Yes No Do you need a work permit to work in the United Kingdom? Yes No If yes to the above, which of the following can you provide as proof of entitlement to work in the UK? NI Card P45/6 British or EAA Passport Other Other Pease list any Community / Volunteer Experience you have: Name & Address of Organisation Duties Duration Ouration	Section F - Supplementary Infor	mation		
Do you own a car? Image: Yes image: No Do you have a full driving licence? Image: Yes image: No Do you have any current driving endorsements? Yes image: No Do you have any current driving endorsements? Yes image: No Are you a member of a Trade Union or Professional Body? Yes image: No If offered this position will you continue to work in any other capacity? Yes image: No Do you need a work permit to work in the United Kingdom? Yes image: No If yes to the above, which of the following can you provide as proof of entitlement to work in the UK? NI Card image: P45/6 image: No Please list any Community / Volunteer Experience you have: Name & Address of image: Duties image: Duties image: Name	Have you ever been convicted of	a criminal offence?	Yes	🗌 No
Do you have a full driving licence? Image: Yes No Do you have any current driving endorsements? Image: Yes No Do you have any current driving endorsements? Image: Yes No Are you a member of a Trade Union or Professional Body? Image: Yes No If offered this position will you continue to work in any other capacity? Image: Yes No Do you need a work permit to work in the United Kingdom? Yes No If yes to the above, which of the following can you provide as proof of entitlement to work in the UK? Image: NI Card P45/6 British or EAA Passport Image: Other Please list any Community / Voluteer Experience you have: Other Other Duration	Have you ever been cautioned fo	r a criminal offence?	Yes	□ No
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If offered this position will you continue to work in any other capacity? Yes No Do you need a work permit to work in the United Kingdom? Yes No If yes to the above, which of the following can you provide as proof of entitlement to work in the UK? NI Card P45/6 British or EAA Passport Other Other Please list any Community / Volunteer Experience you have: Duration	Do you have any current driving	endorsements?	Yes	🗌 No
capacity? If yes Ino Do you need a work permit to work in the United Kingdom? Yes No If yes to the above, which of the following can you provide as proof of entitlement to work in the UK? In Ni Card P45/6 British or EAA Passport Other Please list any Community / Volunteer Experience you have: Nu ration	Are you a member of a Trade Uni	on or Professional Body?	Yes	□ No
If yes to the above, which of the following can you provide as proof of entitlement to work in the UK? Image: NI Card image: Descent following can you provide as proof image: Descent following can you proof image: Descent following can you proof imag		ntinue to work in any other	🗌 Yes	
If yes to the above, which of the following can you provide as proof □ P45/6 □ British or EAA Passport □ Other Please list any Community / Voluteer Experience you have: □ Other Name & Address of Duties □ Duration	Do you need a work permit to wo	ork in the United Kingdom?	Yes	🗌 No
Name & Address of Duties Duration		P45/6 British or E Passport	ĒĀĀ	
	Please list any Community / Volunteer Experience you have:			
		Duties	Duration	

Section G - References (please provide 2, with at least one being a professional reference)			
Name			
Business Address			
Occupation/Capacity known to you			
Contact Number			
Email Address			
May we contact this re	eferee prior to interview?	🗌 Yes	🗌 No
Name			
Business Address			
Occupation/Capacity known to you			
Contact Number			
Email Address			
May we contact this re	eferee prior to interview?	🗌 Yes	🗌 No

Recruitment Policy

It is the Organisation's policy to employ the best person for the vacancy and provide equal opportunity for the advancement of employees including promotion and training and not to discriminate against any person because of age, colour, disability, ethnic or national origin, marital status, nationality, race, religious belief, sexual or gender orientation, or union membership status.

If shortlisted for this post, I agree to Spring North obtaining references to support this application prior to interview and release the Organisation and referees from any liability caused by giving and receiving information. If successful in this application, I agree to Spring North applying for DBS Clearance prior to my appointment being confirmed.

DECLARATION: I confirm that the information given on this form is, to the best of my knowledge, true and complete. Any false statement or deliberate omissions may be sufficient cause for rejection or, if already an employee, dismissal.

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Signature

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