



## Application Form

*Please do not send your CV; instead please follow the format below or your application will not be considered. If not using a computer, please use capital letters and black ink.*

### **Post applied for: Senior Programmes Officer- Asia and Pacific**

#### **Personal Information**

|                |                                 |
|----------------|---------------------------------|
| Title:         | Surname:                        |
| Other names:   |                                 |
| Address:       |                                 |
| Postcode:      |                                 |
| Tel No Home:   |                                 |
| Mobile:        |                                 |
| Tel No Work:   | (If we can contact you at work) |
| E-mail address |                                 |

#### **Referees:**

Please provide the names, addresses and telephone numbers of two referees, one of whom must be your current or a previous employer. If not a previous employer, please state in what capacity you are known to the referee. We will not contact referees prior to offering the post to the successful candidate.

| 1                        | 2                        |
|--------------------------|--------------------------|
| Name:                    | Name:                    |
| Organisation:            | Organisation:            |
| Address:                 | Address:                 |
| Position:                | Position:                |
| Telephone:               | Telephone:               |
| Fax:                     | Fax:                     |
| Email:                   | Email:                   |
| Relationship to referee: | Relationship to referee: |

Do you require a work permit? **yes/no** (delete as appropriate)

**Formal Education**

(Most recent first. Please add additional sheets if necessary)

| <b>Dates and Places</b> | <b>Institutions</b> | <b>Qualifications obtained</b> |
|-------------------------|---------------------|--------------------------------|
|                         |                     |                                |

**Other Training and Courses**

(Most recent first. Please add additional sheets if necessary)

| <b>Dates and Places</b> | <b>Institutions</b> | <b>Qualifications and Certificates obtained</b> |
|-------------------------|---------------------|---|
|                         |                     |   |

|   |                  |
|---|------------------|
| <b>Present or most recent employer:</b> |                  |
| Employer's name:                        |                  |
| Employer's address                      |                  |
| Nature of business                      |                  |
| Dates employed:                         | From.....To..... |
| Post held:                              |                  |
| Key responsibilities:                   |                  |
| Reasons for leaving:                    |                  |
| Salary:                                 |                  |
| Notice required:                        |                  |

**Employment Record**

(Most recent first. Please add additional sheets if necessary)

| <b>Dates</b> | <b>Name and address of employer</b> | <b>Position and responsibilities</b> | <b>Reason for leaving</b> |
|--------------|-------------------------------------|--------------------------------------|---------------------------|
|              |                                     |                                      |                           |

|            |        |         |         |
|------------|--------|---------|---------|
| Languages: | Spoken | Written | Reading |
|            |        |         |         |
|            |        |         |         |
|            |        |         |         |

Please provide three pieces of your writing that you feel demonstrate why you are a strong candidate for this job. Where available online, please include links, otherwise please attach to your application.

| Date | Title | URL or attachment |
|------|-------|-------------------|
|      |       |                   |

Please give details of membership/voluntary activity in trade unions, other voluntary organisations or international charities.

|  |
|--|
| <p>.....</p> <p>.....</p> <p>.....</p> |
|--|

**Declaration:**

**I confirm that the information given here is correct.**

Signed.....Date.....

Please send the whole form to David Rudkin, War on Want, 44-48 Shepherdess Walk, London N1 7JP or email to [drudkin@waronwant.org](mailto:drudkin@waronwant.org)

**The closing date for applications is 5pm, Thursday 21 September 2017**

**Personal Statement:**

*Please use this space to indicate why you wish to work for War on Want, and why you would be suitable for this position. **Please ensure you cover every point on the essential person specification, with clear examples, and highlighting the desirable criteria that you match up to.** Please continue this section on separate sheets, as needed (maximum 2 pages).*