**Levenshulme Old Library CIO**

**Job Application Form 2023**

**Position applied for:**

Please complete all sections of this application form.

Refer to the job description sheet to highlight relevant experience/skills.

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| **1. Personal Details**  **Name:**  **Address:**  **Telephone:**  **E-mail:** |

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| **2. Education - college/university/secondary school** | |
| **School/college** | **Grades/qualification** |
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| **3. Training - please give details of any training you have undertaken** | |
| **Name of Course** | **Details** |
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| **4. Previous Employment or voluntary work** | | | |
| **Employer/company** | **From** | **To** | **Brief outline of duties** |
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| **5. Referees (references will not be taken until after any interview)** |
| **Name:**  **Address:**  **Telephone: (daytime): (mobile)**  **E-mail:**  **In what capacity do you know this person?** |
| **Name:**  **Address:**  **Telephone: (daytime): (mobile)**  **E-mail:**  **In what capacity do you know this person?** |

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| **6. Relevant Interests and Experience**  Please describe why you think you are suitable for this position and what you would like to gain from it. Refer to the job description and address all the elements.  You may use up to 2 A4 sheets in all. |
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| **7. Declaration**  **I declare that the information given in this form is correct**  **Signed:**  **Date:** |
| **Thank you for completing this application form. Please return the application form by e-mail to** [**trustees@levenshulmeoldlibrary.org.uk**](mailto:trustees@levenshulmeoldlibrary.org.uk)  **Shortlisted candidates will be notified by phone. Please make sure you have given us your number, preferably mobile.**  **We regret that we will only be able to give feedback to those candidates invited for interview.**  Levenshulme Old Library CIO.  Registered office: 28 Cromwell Grove, Levenshulme, M19 3GB |
| **Data Collection for Equality and Monitoring purposes.**  LOL CIO wants to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.  The organisation needs your help and co-operation to enable it to do that. Filling in this form is voluntary. The information provided will be kept confidential and will be used for monitoring purposes. **Please complete the form** [**at this link**](https://forms.gle/HkVNRm9GRGzyEDSu7)**.** |