

APPLICATION FORM

VACANCY: Fundraising Manager

SURNAME:

FIRST NAMES:

ADDRESS:

TEL. NO. (including code):

EMAIL ADDRESS:

How did you hear about this vacancy?

EDUCATION:

QUALIFICATIONS:

PROFESSIONAL OR OTHER TRAINING:

CURRENT EMPLOYER (if relevant):

POSITION:

DUTIES:

PERIOD EMPLOYED: From to

REASON FOR LEAVING:

PREVIOUS EMPLOYER:

POSITION:

DUTIES:

REASON FOR LEAVING:

DURATION OF EMPLOYMENT: From to

**RELEVANT SKILLS, ABILITIES,
KNOWLEDGE AND EXPERIENCE:**

(please use a separate sheet for any additional information)

**PLEASE GIVE THE NAMES AND ADDRESSES OF TWO REFEREES
ONE OF WHICH SHOULD BE YOUR CURRENT OR LAST EMPLOYER:**

1) Name:.....

Address:.....

How do they know you?.....

How long have they known you?.....

2) Name:.....

Address:.....

How do they know you?.....

How long have they known you?.....

Can we approach these referees before an offer is made?

**Do you consider yourself disabled within the meaning of the Disability
Discrimination Act**

(Please see guidance notes)

Yes

No

If yes, please
specify

Do you require any special assistance at interviews or with any aspect of the job?

Yes

No

If yes, please
specify

**HOW MANY DAYS SICKNESS HAVE YOU HAD
IN THE LAST YEAR?**

HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE **Yes/No**
(declaration subject to the Rehabilitation of Offenders Act 1974)

WOULD YOU BE WILLING TO DO FUNDRAISING WORK? **Yes/No**

INTERESTS/HOBBIES:

**Please note that the information offered is for recruitment purposes only
and will remain confidential within the office of Headway Thames Valley**