**Fundraising Manager Application Form**

|  |  |
| --- | --- |
| **Surname:** |  |
| **Forenames:** |  |
| **Address (including postcode)** |  |
| **Telephone**: |  |
| **Return this form to:** [recruitment@sateda.org](mailto:recruitment@sateda.org)  **Closing date for applications**: Tuesday 13th June 2023 at 12pm  **Interviews:** Thursday 22nd June 2023 inSittingbourne | |
| **Please state the period of notice you are required to give your employer**: |  |
| **References**: Please give the names and addresses of two referees, NB these will only be contacted on offer of employment. | |
| 1. Present/most recent employer | (2) |
| **Current/most recent employment** | |
| Title of current/most recent post: | Reason for wishing to leave present employment: |
| Current salary (pro rata): £ | Name and address of present employer:  Telephone: |
| Date of commencement of  Present employment: |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Description of current post including level and responsibilities;** | | | | | | | | | |
|  | | | | | | | | | |
| **Previous Employment** | | | | | | | | | |
| **From/To** | **Name of Employer** | | | **Post and Nature of Job** | | | | **Reason for Leaving** | |
|  |  | | |  | | | |  | |
| **Additional Experience** | | | | | | | | | |
| *(use additional sheet/supporting statement if required)* | | | | | | | | | |
| **Education and Qualifications**  Please give details of your secondary and further education and any relevant training courses, including any professional qualifications or certificates you hold. | | | | | | | | | |
| **Qualifications**  **Achieved** | | **Grades** | **Place of Study** | | | | **Full or**  **Part-time** | | **Date Achieved** |
|  | |  |  | | | |  | |  |
| **Car/Driving**  **Do you have access to use of a car for this job?** | | | | | |  | | | |
| **Do you hold a full driving licence?** | | | | | |  | | | |
| **Please give details of any endorsements and any pending offences** | | | | | |  | | | |
| **Rehabilitation of Offenders Act**  The post of Domestic Abuse Support Worker is exempt from the provisions of the *Rehabilitation of Offenders Act, 1974.* You must therefore disclose any criminal convictions, including spent convictions, suspended sentences and bind over orders.  **Please note this position requires an Enhanced DBS check** | | | | | | | | | |
| **Have you ever been convicted of a criminal offence?**  If yes, you may be asked to supply details. | | | | |  | | | | |

|  |  |
| --- | --- |
| **Personal Statement:**  **Please respond to each specific point on the Person Specification, please ensure you have also read the Job Description, providing practical examples of your experience where relevant** | |
|  | |
| I declare that the information I have given is correct to the best of my knowledge. If any information should prove to be false, inaccurate or misleading, I understand that my application will be disqualified and, if an appointment is made then this may lead to dismissal. | |
| **Signed** | **Date** |
| **How did you hear about this vacancy?** |  |