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**APPLICATION FORM**

*PLEASE TYPE OR WRITE IN BLACK PEN FOR PHOTOCOPYING PURPOSES*

**Position applied for**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Title**: (by which you wish to be addressed)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Surname:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**First Names:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact Tel no**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-mail Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Birth:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**EDUCATION**

|  |  |  |
| --- | --- | --- |
| **Type of establishment attended**  **since and including Leaving Cert** | **Dates attended**  **To - From** | **Qualifications/Accreditation** |
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**TRAINING**

Please give details of any external or internal courses or training that you have taken (including dates and length or course, etc.)

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| --- | --- | --- |
| **Type of training** | **Dates attended**  **To - From** | **Qualifications/Accreditation**  **(if any)** |
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**EMPLOYMENT/WORK EXPERIENCE**

Please start with your present/last employer and work backwards.

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| --- | --- | --- | --- | --- |
| **Dates From/To** | **Employer (Name**  **and Address)** | **Job Title and**  **main duties** | **Salary** | **Reason for**  **Leaving** |
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**VOLUNTARY WORK EXPERIENCE**

Please give details of any unpaid/voluntary work experience

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| --- | --- | --- |
| **Dates From/To** | **Organisation (Name and Address)** | **Job Title and main duties** |
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Personal statement and aspirations for the role:

Outline your organisational and administrative skills and experience, using practical examples where relevant:

# Outline your facilitation and training experience relevant to this role, using practical examples where relevant:

# Outline your analytical and report writing skills, using practical examples where relevant:

**DRIVING ABILITY**

Do you hold a full current Driving Licence? Yes/No

**REFERENCES**

Please give details below of 2 people whom we may contact for references. At least one of the referees should have knowledge of you in a working environment, either paid of unpaid and one should be your current/last employer.

Previous surname (if necessary) for reference purposes: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| Reference 1 | | Reference 2 | |
| Name |  | Name |  |
| Company |  | Company |  |
| Address |  | Address |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Tel. No. |  | Tel. No. |  |
| Email |  | Email |  |

**DECLARATION**

I certify that all the information I have given is correct and understand that any false information given may result in any job offer being withdrawn.

Signature of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

An Taisce is an Equal Opportunities employer.

Please return this application form by 9am on 21st March 2021 to cleancoasts@eeu.antaisce.org

All applications will be acknowledged by email within 3 working days of receipt. If you do not receive such an acknowledgement, please contact us as soon as possible.