# **MOOD (SCIO)**

# **Job Application Form**

Application for employment as: **Volunteer and service coordinator**

Surname

Initials

Address

Postcode

Telephone

## Education and training (Please list all secondary schools, colleges universities etc attended)

Details and results of any examinations taken and qualifications obtained

Other training

## Employment history

1. Present/previous employer

Address

Postcode

Job title

Duties

Salary

Date employed: from …………… to ………………………

Reason for leaving

**No approach will be made to your present employer before an offer of employment is made to you.**

Please tell us about other jobs you have done and about the skills you used and/or learned in those jobs.

Please tell us why you applied for this job and why you think you are the best person for the job.

Do you consider yourself to have a disability?

Yes  No

Please tell us if there are any ‘reasonable adjustments’ we can make to assist you in your application or with our recruitment process

Please tell us if there are any dates when you will not be available for interview

Please use this box to tell us anything else you think relevant

**I can confirm that to the best of my knowledge the above information is correct. I accept that providing deliberately false information could result in my dismissal.**

Signature .................................................. Date …………