IMPORTANT INFORMATION FOR CANDIDATES

- APPLYING FOR AN EARS POST

Please read and take note of the following before completing your Application Form:

* Please do not send a CV (*Curriculum Vitae*) - EARS only accept CVs as a form of application in exceptional circumstances and where it has been agreed as part of the application process. The information required by the service will be contained within the completed EARS Application Form.
* Make sure that you have read and understood both the **Job Description** and the **Person Specification** before completing the Application Form. (If you have any queries about the content of either, please do not hesitate to call the office).
* Please ensure that you have read the Application Form carefully before completing it.
* Refer to the Person Specification for the essential information you are required to include in your responses in the Application Form.

* The Application Form Front sheet and Equal Opportunities Information Sheet will be separated from your Application Form upon receipt. .

**PLEASE SEND APPLICATIONS TO:**

**kelly@ears-advocacy.org.uk**