**Pears Foundation – Administrator
Application Form**

Please complete this Application Form and the downloaded [Equal Opportunities Monitoring Form](http://www.allysondavies-consultant.com/wp-content/uploads/2020/01/EO_Form.doc), and attach a **CV** outlining your career, including any academic and professional qualifications, to date. Send the three documents by **5pm on Thursday 24 March**, to pears@allysondavies-consultant.com. If you want to discuss anything in more detail, please contact Allyson Davies at the above email, or call 07968 556 164.

|  |  |
| --- | --- |
| Full name |  |
| Address |  |
| Mobile |  | Landline |  |
| Email |  |
| How did you hear of this post? |  |
| Do you need a visa to work in the UK? | Yes / No | Notice period |  |

Please give two professional referees (they won’t be contacted in advance of an offer):

|  |  |  |
| --- | --- | --- |
| **Details required** | **Your current or most recent employer** | **A previous employer** |
| Referee name |  |  |
| Role / job title |  |  |
| Organisation |  |  |
| Telephone |  |  |
| Email  |  |  |

**Declaration**

I declare that the information that I provide on this form is true and accurate, and that I have not omitted any fact which may have a bearing on my application. I understand that any subsequent contract of employment with the Pears Foundation will be made based on the information I have provided. I understand that a false declaration, which results in my appointment to the Pears Foundation, will render me liable to dismissal without notice. I also understand that submitting this form electronically is equivalent to a signed declaration.

**Signed** [type your name]: **Date:**

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**On no more than two pages, please state below:**

* Why would you like to be the new Foundation Administrator of the Pears Foundation?
* What experience and skills can you bring to this role in relation to the person specification?