

**Women in Prison**

Second Floor, 232 Shoreditch High Street, London, E1 6PJ

Tel: 020 7359 6674

Registered Charity No: 1118727

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# Application Form

Application for the position of: Click here to enter text.

Where did you see this job advertised? Click here to enter text.

If appointed, when would you be able to start? Click here to enter a date.

**Personal Details**

|  |  |
| --- | --- |
| First name: Click here to enter text.  Last name: Click here to enter text.  Telephone: Click here to enter text.  Email: Click here to enter text. | Address:  Click here to enter text. |

**References**

Please give details of two referees, one of whom must be your present or most recent employer or equivalent (e.g., academic tutor or teacher) and the other (if possible) relating to relevant employment. References will not be taken up before selection.

|  |  |
| --- | --- |
| **Reference 1**  Name: Click here to enter text.  Address: Click here to enter text.  Email: Click here to enter text.  Phone: Click here to enter text.  Relationship: Click here to enter text. | **Reference 2**  Name: Click here to enter text.  Address: Click here to enter text.  Email: Click here to enter text.  Phone: Click here to enter text.  Relationship: Click here to enter text. |

**Disabled Applicants**

Is there any special provision which you require to ensure that you receive a fair selection interview?

Yes  No  If yes, please specify: Click here to enter text.

**Training and Education**

Please outline what formal education, vocational or professional qualifications and short course training you have undertaken which are relevant to the post.

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| --- | --- |
| **Date** | **Examinations/Qualifications/Training Courses** |
| Click here to enter a date. | Click here to enter text. |
| Click here to enter a date. | Click here to enter text. |
| Click here to enter a date. | Click here to enter text. |
| Click here to enter a date. | Click here to enter text. |
| Click here to enter a date. | Click here to enter text. |

**Voluntary Work**

Please outline any voluntary work you have done in the past or are involved in currently which is relevant to the post.

|  |  |  |
| --- | --- | --- |
| Organisation: Click here to enter text. | Date from: Click here to enter a date. | Date to: Click here to enter a date. |
| Type of work: Click here to enter text. | | |
| Organisation: Click here to enter text. | Date from: Click here to enter a date. | Date to: Click here to enter a date. |
| Type of work: Click here to enter text. | | |
| Organisation: Click here to enter text. | Date from: Click here to enter a date. | Date to: Click here to enter a date. |
| Type of work: Click here to enter text. | | |

**Employment History**

Please provide details of your present or most recent employment.

|  |  |
| --- | --- |
| Employer’s name:  Employed from:  Employed to:  *(if applicable)*  Most recent salary: | Address: |
| Job title: | |
| Brief description of main tasks and responsibilities: | |
| Reason for leaving this post: | |

Please provide details of your previous employment.

|  |  |  |
| --- | --- | --- |
| Name of employer: | Date from: | Date to: |
| Job title: |
| Main tasks and responsibilities: | | |
| Name of employer: | Date from: | Date to: |
| Job title: |
| Main tasks and responsibilities: | | |

**Personal Statement**

What relevant skills, abilities and experience would you bring to this post?

Please outline in **no more than 2,000 words**. Be as specific as possible and ensure that your response relates to the requirements of the job, as outlined in the person specification and job description. You may continue on separate sheets if necessary.

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| Click here to enter text. |

**Declaration**

Please note: If any information given by you in this application is later found to be false or if you wilfully suppress any relevant facts, you may be dismissed.

*I declare that to the best of my knowledge and belief, the information I have given on this form is correct.*

|  |  |
| --- | --- |
| Signed: Click here to enter text. | Date: Click here to enter a date. |

**Checklist**

I have completed and returned separate cover the Equal Opportunities Monitoring Form.

Yes  No