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| **Please complete this form and return to**  **Sayak Mukherjee, Cardboard Citizens, by e-mail to** [**recruitment@cardboardcitizens.org.uk**](mailto:recruitment@cardboardcitizens.org.uk) | | | |
| Position applied for | | How did you hear about this position? | |
| First Name | | Last Name |
| Address | | | |
| Email | | Preferred contact telephone number | |
| How did you hear about this role? | | Alternate contact number | |
| |  | | --- | | All completed applications are handled by Cardboard Citizens for review. [A copy of our privacy policy can be seen here](https://www.cardboardcitizens.org.uk/privacy-data-policy).  Please confirm you have read this information and that you accept this privacy policy | | | | |
| Do you have a UK National Insurance Number? | | | |
| Do you require a work permit to work in the UK? | | | |
| **WORK HISTORY (PAID OR UNPAID)**  Please give details of your employment experience (paid or unpaid) starting with your present/most recent experience and working backwards. This should include any work experience or voluntary placements you may have undertaken. | | |
| |  |  | | --- | --- | | **Current/Previous Employment** (if relevant)  Details of employer, position and responsibility, date from, date to and salary | | | Name of employer |  | | What position/role you held |  | | Responsibilities of job |  | | Dates of employment (to and from) |  | | Salary or wage (please state if this was voluntary) |  | | **Previous Employment/Voluntary position** (if relevant)  Details of employer, position and responsibility, date from, date to and salary | | | Name of employer |  | | What position/role you held |  | | Responsibilities |  | | Dates of employment (to and from) |  | | Salary or wage (please state if this was voluntary) |  | | **Previous Employment/Voluntary position** (if relevant)  Details of employer, position and responsibility, date from, date to and salary | | | Name of employer |  | | What position/role you held |  | | Responsibilities |  | | Dates of employment (to and from) |  | | Salary or wage (please state if this was voluntary) |  | |  |  | | | |

**If you are currently employed or undertaking an internship what is the earliest date you could start?**

**EDUCATION OR TRAINING EXPERIENCE**

|  |  |  |
| --- | --- | --- |
| **Details (i.e. School, University, Course or Apprenticeship)** | **Qualifications or experience gained** | **Dates (month/year)** |
| **Any other relevant education or training (including relevant short or non-certified courses or training)** | | |
| **Why would you like to work at Cardboard Citizens? (you can write up to 300 words or submit a video no longer than 2 minutes) \*** | | | |
| **How do you think this opportunity could support your professional development as a theatre facilitator? (you can write up to 300 words or submit a video no longer than 2 minutes) \*** | | | |
| \*  [**Please read our application guidelines for submitting with video here.**](https://cardboardcitizens.org.uk/work-with-us/video-application-guidelines/) | | | |
| We are committed to attracting and recruiting diverse candidates.  Candidates who meet one or more of the criteria below *and* meet our minimum (essential) criteria (personal specification) are guaranteed an interview.  Do you identify as any of the following and if so, which?  Black, Asian, and Minority Ethnic  Disabled  Lived experience of homelessness  **REFERENCES** | | | |
| Please provide contact details for two referees. One must be your current or most recent employer; voluntary work or placement supervisor; a school, college or university tutor; or a youth leader.  References will not be contacted until after the interview stages but before a job offer is made. Any offer of employment will be subject to satisfactory references.  **REFERENCE 1**   |  |  | | --- | --- | | **Full Name** | **Address:** | | **Telephone:** | **Email address:** | | **Occupation:** | **Relationship to you:** |   **REFERENCE 2**   |  |  | | --- | --- | | **Full Name** | **Address:** | | **Telephone:** | **Email address:** | | **Occupation:** | **Relationship to you:** |   **Rehabilitation of Offenders Act, 1974**  Do you have any unspent criminal convictions?   |  | | --- | | **POSITIVE ABOUT DISABILITY** | | As a holder of the 'two ticks' disability symbol Cardboard Citizens is positive about employing people with disabilities and will make reasonable adjustments to enable full participation in the selection process and in employment with us.  The following questions are designed to enable us to best support applicants with disabilities. This information is used solely for monitoring purposes and will not inform the selection process in accordance with the Data Protection Act 1998. | | | | |
| **Please let us know how you describe your ethnicity** | | | |
| **Please let us know your age** | | | |
| **Please let us know your nationality** | | | |
| **Do you consider yourself to be disabled as defined by the Equality Act 2010? \***  The Equality Act defines disability as 'A physical or mental impairment which has a substantial and long-term effect on the person's ability to carry out normal day-to-day activities' | | | |
| **If you answered yes to the previous question and if invited to an interview, we would like you to feel comfortable and well supported throughout. Please provide as much information as you can regarding any specific requirements:** | | | |
| **Are there any dates you would not be able to attend for interview?** | | | |
| **By signing or typing your name below you confirm that the information given on this form is, to the best of my knowledge, true and complete.** | | | |