

Part time Administrative assistant for Children's SPLIT Charity

Application form



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| 1. Name of role applied for | Part time Administrative assistant for Children's SPLIT Charity |
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|----------------------------|--|---------------|--|
| 2. Personal details | | | |
| Applicant name | | Title | |
| Applicant's address | | | |
| Contact mobile number | | Email address | |

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|--------------------------------|--|---------------------|--|
| 3. Current post or work | | | |
| Job title | | Grade | |
| Name of organisation | | Name of office/ward | |

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|---|----------------------|---|
| 4. Previous posts and experience (voluntary work can be cited here as well as paid employment) | | |
| Job title | Name of organisation | Start and end dates of employment or experience |
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| 5. Please explain your interest in this role and describe your key skills (max 250 words) |
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| 6. Academic and professional qualifications (you may include GCSE's, HNC, BTEC, A levels, diplomas and degrees) | |
| Name | Date obtained |
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| 7. Referees (2 required) |
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| Referee's name | Contact details and email |
|----------------|---------------------------|
| 1. | |
| 2. | |

Return to SPLIT website <https://splituk.org> or by email **info@splituk.org**