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# **APPLICATION FOR Employment**

This document is intended to detail your employment, training, development and qualifications history. Please then detail your suitability for the role, including actual examples and specific details of projects or pieces of work you have been involved in.

Please complete this form in black ink or type. Answer all the questions, but please be as brief as possible. Please note that shortlisting will be based solely on the information gathered from the application form, read in conjunction with the person specification. Only those candidates who best match the person specification will be called for interview. Completed applications must be returned to Jatin Haria, via email, to jatin@crer.org.uk to arrive by 12.00 noon Monday 25th March 2024.

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| Due to the sensitive nature of this project, the post holder needs to have lived experience of facing racism. CRER is therefore applying an occupational requirement under the Equality Act 2010 to this post. **Applicants must be members of a minority ethnic group which has been negatively impacted by racialisation.**  |
| PLEASE CIRCLE OR UNDERLINE Y (YES) OR N (NO) AS APPROPRIATE TO CONFIRM THAT YOUR ETHNICITY AND EXPERIENCE MEETS THIS OCCUPATIONAL REQUIREMENT. Please note that applicants who do not meet this requirement will not be eligible for interview. | Y / N |

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| **For Office Use Only** |
| Application Number: |  |
| ROLE APPLYING FOR: | Education Advocacy Officer |
| **EMPLOYMENT DETAILS** |
| Current/Most Recent Employment Details: (please include employer name, address, position held, duties, dates of employment and salary details). |  |
| Previous positions held:(please include all details as per above) |  |
| **EDUCATION, TRAINING & DEVELOPMENT** |
| Please detail all qualifications held and all **relevant** training that you have completed in the past five years |  |
| **EXPERTISE, KNOWLEDGE, SKILLS, EXPERIENCE AND COMPETENCIES** | **Please refer to the detailed requirements of the person specification.** Outline how your expertise, knowledge, skills, experience and competencies match these requirements. Your answer should cover all the requirements listed under the skills and knowledge, experience and competencies headings in the person specification. You do not have to address the first bullet point, the key requirement: “Desire and ability to make a real improvement to racial equality issues in Scotland”. We will ask you to tell us about this in the following section.**Please keep your answer to a maximum of 400 words and give a word count at the end of your answer.** |
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| **Desire to make a real improvement to racial equality issues in Scotland.** | Please tell us about your desire to make a real improvement to racial equality issues in Scotland, and why you think you are the ideal candidate for this post. Your answer should be framed in the context of the duties of this particular post.**Please keep your answer to a maximum of 300 words and give a word count at the end of your answer.** |
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| **Applicant Details:**Please give forename and surname, address, post code, contact telephone number(s) and an email address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**References:**Please give details of two referees from whom we can obtain employment references. Details should include their names, contact information and their relationship to you. One should be your current or most recent employer. Referees will only be contacted after interviews have taken place. | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Referee One:Referee two: |

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| Candidate Signature: | Date |
| Candidate NAME: |
| Please let us know how you learned about this vacancy: |
| Your completed application form, along with the equality monitoring form, should be emailed to jatin@crer.org.uk to arrive by **12.00 noon on Monday 25th March 2024** Acknowledgement of receipt can be provided on request. The equality monitoring form will be separated from your application on receipt and the information in the survey will not be used in making decisions in the recruitment process.We will inform you by reply to your application email if you are successful in securing an interview.Please note that we hope to hold interviews on **18th or 19th April.**  |