**Forces in Mind Trust**

**Application form**

**General information**

Position applied for: Grants and Projects Administrator

Name: Click or tap here to enter text.

Address: Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Telephone: Click or tap here to enter text.

Email: Click or tap here to enter text.

Where did you see or hear about this vacancy? Click or tap here to enter text.

**Reasons for application**

Outline below your reasons for applying for the post, your relevant experience and what you would bring to the job, taking into account the job description and person specification.

|  |
| --- |
|  |

Experience

Give details of any paid or voluntary experience that you feel is relevant to your application, in chronological order starting with the most recent.

|  |  |  |
| --- | --- | --- |
| From/to | Organisation and position | Responsibilities |
|  |  |  |

**Other relevant skills**

Include details such as languages you are able to speak or professional qualifications.

|  |
| --- |
|  |

**Education**

Give details of establishments attended and examinations passed, in chronological order starting with the most recent.

|  |  |  |
| --- | --- | --- |
| From/to | School/college/university | Courses followed/qualifications |
|  |  |  |

**Interests**

Include pastimes and membership of organisations or societies.

|  |
| --- |
|  |

When would you be able to take up the appointment?

|  |
| --- |
|  |

**Declaration**

I confirm that to the best of my knowledge the information given on this form is true and correct and can be treated as part of any subsequent Contract of Employment. I confirm that I have the right to work in the UK.

|  |  |
| --- | --- |
| Signed:  | Date: |

Please complete and return the completed application form by email to jobs@fim-trust.org