



**APPLICATION FOR THE POST OF
COUNTY ECUMENICAL OFFICER
FOR CAMBRIDGESHIRE ECUMENICAL COUNCIL**

Please complete this form either in black ink or on a computer. You will need to email it to us.

PERSONAL DETAILS

Title	
Surname	
Forenames	
Permanent address	
Postcode	
Home Telephone No.	
Mobile Telephone No.	
Email Address	

STATE OF HEALTH

Are you aware of any condition that might affect how you carry out the duties of the post?	Y/N
If yes, will you need any special arrangements to be made to assist you at the interview?	Y/N
Do you suffer from recurring ailments? If yes, please provide further details	Y/N
<i>If yes, please provide further details:</i>	
How many days off sick have you had in the past year?	

AVAILABILITY

Are you free to remain and take up employment in the UK with no current immigration restrictions?	Y/N
Have you ever been convicted of a criminal offence, other than a spent conviction under the Rehabilitation of Offenders Act 1974?	Y/N
<i>If yes, please provide further details:</i>	

TRANSPORT

Do you have your own transport for use in the job?	Y/N
Do you have a current full driving licence?	Y/N
<i>If the licence is not clean, please detail offences:</i>	

Where did you see this post advertised?

What period of notice are you required to give your present employer?

EMPLOYMENT HISTORY

List all employers starting with your present or most recent. Please account for any gaps in employment.				
Dates from/to	Position held	Brief description of responsibilities	Name and address of employer	Reason for leaving

EDUCATION AND TRAINING

Please look at the role description and the person specification and list details of any education and training which you consider to be relevant. Please be precise about awarding bodies, grades, types of membership and dates.

EXPERIENCE

Please look at the role description and the person specification and explain how you meet the experience required.

SPECIAL KNOWLEDGE AND SKILLS

Please look at the role description and the person specification and give details of any special knowledge and skills you consider to be relevant.

SPECIAL QUALITIES AND ATTRIBUTES

Please look at the role description and the person specification and give details of any special qualities and attributes you consider to be relevant.

PART G

Why are you applying for this role?

Please describe how you would work in the post.

REFERENCES

Please give the names of two persons in addition to your present employer from whom references can be sought. *(Please obtain their permission.)* One of these three referees should testify to your current good standing with your denomination.

Referee 1	
Name	
Address	
Occupation	
Contact Number	
Email Address	

Referee 2	
Name	
Address	
Occupation	
Contact Number	
Email Address	

PRESENT EMPLOYEE

Name	
Address	
Occupation	
Email	

TO THE BEST OF MY KNOWLEDGE AND BELIEF THE INFORMATION SUPPLIED BY ME IS CORRECT.

Signed

Date

Please return your completed application by e-mail to Sue Drane
 admin@urceastern.org.uk

with the subject line: CEO application.

A virtual signature is acceptable.

All applications will be acknowledged within five working days. Late applications cannot be considered.