



JOB APPLICATION FORM
Manchester Environmental Resource Centre initiative
MERCi, Bridge 5 Mill, 22a Beswick Street, Ancoats Manchester M4 7HR

MERCi

MERCi can only accept paper versions of this form posted to the above address.

PERSONAL DETAILS

Post Applying For:	Source Of Application E.g. Newspaper:
Surname:	Forename(s):
Address:	Contact Phone Number:
	Contact Email Address:

EDUCATION.

Please give details of your education since the age of 15. Begin with the most recent.

Name of college/school etc:	Qualifications gained:	Dates:

Please list any other relevant courses / qualifications e.g. IT courses, Health and safety. Start with the most recent.

Place and type of course:	Qualifications gained:	Dates:

EMPLOYMENT HISTORY

Please provide us with details of your employment record including paid and unpaid work. Start with your most recent employment.

Employer (name and address)	Job Title & Duties:	Dates:

Please use a separate sheet if you need more space.

ABOUT YOU

Please use this space to tell us why you think you are suitable for the post you are applying for e.g. personal qualities, skills, relevant experience etc.

MORE ABOUT YOU

Please tell us about any voluntary organisations, committees, professional bodies etc that you are involved in.

REFEREES.

REFERENCES

Please provide us with details of two people (not relatives) who we could ask for a reference, after getting your permission.

NAME:

OCCUPATION:

ADDRESS:

PHONE NUMBER:

NAME:

OCCUPATION:

ADDRESS:

PHONE NUMBER:

CANDIDATES DECLARATION

I confirm that to the best of my knowledge all the information given in my application is accurate and that I am in possession of all the certificates relating to the qualifications I claim to hold.

I understand that should any information given as part of this job application is later found to be false, or I deliberately withhold information relevant to my application, I am liable to be dismissed.

SIGNATURE OF APPLICANT..... DATE.....