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|  **Play Alloa Application Form** |
| Job / Position Applying for: Development & Delivery OfficerName: Phone: Home: Mobile:Work (if applicable):Address: Postcode:Email:Emergency Contact: Phone:  |
| **Please answer ALL questions as fully as possible.** |
| **Your Current Job:**Current job title: EmployerDate from: Salary Rate: Hours Worked:Summary of duties & experience  |
| **Other Work Experience please continue of additional sheet (if required):**Job Title: Employer:  Date From: Date To:Summary of Duties:Job Title: Employer:  Date From: Date To:Summary of Duties: |

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| **Disclosure Scotland***Due to the sensitive nature of the people Play Alloa supports it may be necessary for our office staff to have full PVG clearance. You may be asked to complete a PVG application on behalf of Play Alloa.* Do you have a current PVG certificate ? Yes No If so, please state your registered number: Have you had any criminal conviction, relevant to the post, that would like to disclose and discuss: |
| **Educational Qualifications:** **Qualification Date achieved**  |
| **Tell us about your experience of working within a Third Sector Development role.**  |
| **Tell us about your Administration Skills** |
| **Tell us about your PC/IT Skills** |
| **Tell us about your Communication Skills** |
| **How do you cope with Work Pressure:** |
| **Please state your experience of working in or leading a team, and/or working on your own initiative:** |
| **Please tell us why you want to work with Play Alloa** |
| **Please tell us about any volunteering, personal experience or skills that you have that are relevant to Play Alloa.** |
| **Do you have any particular needs that we should be aware of so as to best support your work with us?****Yes No** Please state any relevant info: |

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| **References**Please supply details of 2 people who know you well enough to comment about your suitability for this role including your current/most recent employer. They should not be family members. If you are not sure about who to put we are happy to discuss this with you.**Referee 1**Name:Address:Email: Phone: How does this person know you?**Referee 2**Name: Address:Email: Phone: How does this person know you? |
| **How did you hear about us?**Advert/poster Website Another organisation A friend/family member Facebook Other (please specify)  |
| **Any Additional Information you would like to give:** |
| **Signed: Date:** |
| **Thank you****Please return this form to: Maria Malcolm, Senior Project Manager****Play Alloa****19 Broad Street****Alloa****Clackmannanshire****FK10 1AN****Email:** **maria@playalloa.co.uk****Website:** [**www.playalloa.co.uk**](http://www.playalloa.co.uk) **Tel: 01259 721511** |
| **Office Use:****Ref1: Ref2:**  | **PVG Sent: PVG Rec’d:**  |
| **PA Website** |  |