# C:\Users\ncoen\Desktop\logo.jpgNo. 4 Youth Service

# Application Form: Manager

# *THE INFORMATION SUPPLIED IN THIS FORM WILL BE TREATED IN CONFIDENCE*

**Shortlisting for the position will apply based on the information supplied by applicants**

Please complete this form in type, and email to: management@no4.ie

**Personal Details**

|  |  |
| --- | --- |
| **Name:**  |  |
| **Address:** |
| **Telephone No:**  |  |
| **E-Mail address:**  |  |

Educational Background

Please list schools and colleges attended, with relevant dates

|  |  |  |  |
| --- | --- | --- | --- |
| **Institution** | **Period****From To** | **Qualification**  | **Date Obtained** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Do you hold a full clean driving licence?** Yes/No

**Computer Literacy:**  Fair Good Excellent

**Additional training/skills that are relevant to the position**

*
*
*

### **Employment Background**

Please give details of your employment history - beginning with your present/most recent job

|  |  |
| --- | --- |
| **Name and Contact Details of Employer:** |  |
| **Dates of Employment** |  |
| **Position Held and Main Duties & Responsibilities:** |  |
| **Reason for leaving:**  |  |

|  |  |
| --- | --- |
| **Name and Contact Details of Employer:** |  |
| **Dates of Employment** |  |
| **Position Held and Main Duties & Responsibilities:** |  |
| **Reason for leaving:**  |  |

|  |  |
| --- | --- |
| **Name and Contact Details of Employer:** |  |
| **Dates of Employment** |  |
| **Position Held and Main Duties & Responsibilities:** |  |
| **Reason for leaving:**  |  |

### **References**

Please give the contact details of two referees (non-relative) who can provide you with a relevant reference.

|  |  |
| --- | --- |
| Name: |  |
| Phone Number: |  |
| E-mail: |  |
| Address: |  |

|  |  |
| --- | --- |
| Name: |  |
| Phone Number: |  |
| E-mail: |  |
| Address: |  |

**Having read the Job Description, please outline your suitability for the position and the qualities you consider you will bring to the post. Please also include any other information that you feel may be relevant.**

### **Declaration**

I declare that the information in this application form is correct.

I confirm that nothing in my personal or professional background deems me unsuitable for a post which involves working with young people and I consent to Garda Vetting.

I understand that any omission or misrepresentation of information may, in the event of my obtaining employment, result in disciplinary action up to and including dismissal. I consent to my personal data being held by ‘No. 4 Youth Service’ for the duration of which it is required.

**Name**   **Date**

**Closing date: 12pm Friday the 11th July 2025 (Shortlisting will apply)**

**Please email completed Application Forms to** **management@no4.ie**