**YWI Cavan Monaghan Application form**

**APPLICATION FORM CONFIDENTIAL**

**Please complete this form and return to** [**jobs@ywimonaghan.ie**](mailto:jobs@ywimonaghan.ie) **or post to Child Wellbeing Centre, Castleblayney, Co. Monaghan for attention of YWICM Regional Director. Please be aware that any application arriving after the stated deadline may not be accepted.**

**Youth Work Ireland Cavan Monaghan are an equal opportunities employer**.

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| Application for the position of:  **(Please list all position’s being applied for if multiple. Please ensure you use the title as given on the job description)** | | | **For Official Use**  Date Received: \_\_\_\_\_\_\_\_ |
| **PERSONAL INFORMATION**  **Surname:**   **First Name**:  **Address:** | | | |
| **E- Mail address:**    **Telephone No. (Landline):**   **(Mobile):** | | | |
| **EDUCATION AND TRAINING**  **(Verification of Qualifications will be requested from the successful candidate).** | | | |
|  | **Schools/Colleges Attended** | **Dates** | **Qualification Obtained**  **Full time or Part-time** |
| **Second Level** |  |  |  |
| **Third Level** |  |  |  |
| **Post Graduate Study** |  |  |  |
| **Other Appropriate Training / Qualifications** |  |  |  |

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| **PREVIOUS WORK EXPERIENCE**: *Please give details of all relevant work experience beginning with your present or most recent employment.* |

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| **Dates** | **Employers Name**  **And Address** | **Job Title &**  **Description of duties** | **Particular Personal skills /**  **Attributes used for this position** | **Reason for leaving this**  **Employment** |
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Continue as required

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| PRE-EMPLOYMENT CHECKS  **Do you hold a current full clean driving licence and have access**  **to a car on an ongoing basis?**  Yes No  **Have you ever been convicted of a criminal offence:** Yes No    *If yes, please give details* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Are there any Restrictions on your right to work in this Country:**  Yes No    If yes, please give details e.g. do you have a valid work permit?  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **EMPLOYMENT**  **Present salary (including bonus etc):**   **Notice Required:**  **Have you ever undertaken any voluntary work? Please give details:**    **Have you ever been demoted, suspended or removed from employment or a**  **voluntary position?** Yes No  If yes, please give details  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Please provide any other relevant information about yourself, your experience, and why you feel you would be suitable for this job (continue on separate sheet) .In particular outline the following:**  **Strengths’:**  **Training Needs:** |

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| **HOBBIES AND INTERESTS**  Please outline your hobbies and interests: |
| **References:**  *Named referees may be contacted by phone & in writing at any point in the recruitment process from the interview stage. YWICM may contact referees in line with this without formerly notifying you.*  **Please note**: *Failure to provide a minimum of 2x referees with contact details may result in applications being considered incomplete and rejected without further notice.*  **1. *(Current or most recent employer)***  **Name Address Contact Details (Email & Tel.)**    ***.***  **2.**  **Name Address Contact Details (Email & Tel.)** |

**DECLARATION**

I hereby declare that all the particulars furnished on this application are true, and that I am aware of the qualifications and particulars for this position. I understand that I may be required to submit documentary evidence in support of any particulars given by me on my application form. I understand that all offers are conditional of satisfactory references, medical and Garda Vetting. I understand that any false or misleading information submitted by me will render me liable to automatic disqualification or for dismissal if employed.

Signature: Date: