



Galapagos Conservation Trust

Application for Role of Membership Officer

(Please print clearly – ALL sections must be completed)

Personal information

Title	
Forenames	Surname
Address	Telephone numbers: Private Business
	Are you over the age of 16?
Email address:	
Do you have the right to work in the UK? <small>All successful candidates will be required to provide proof of this status.</small>	

Referees

Please name two referees, excluding relatives. Employment is subject to receipt of references satisfactory to the GCT; your current employer will not be approached without your permission.

Name	Name
Address	Address
How long has the referee known you?	How long has the referee known you?
How is the referee known to you?	How is the referee known to you?
Telephone No.	Telephone No.



Education

Final Secondary school (Name and full address)	Subjects studied	Qualifications obtained
Further Education (Name and full address of institution[s])	Main subjects	Qualifications obtained and/or courses completed
Professional memberships and qualifications		

Training and personal skills

Please indicate skills and training courses undertaken relevant to this appointment, e.g. shorthand, word processor packages, languages, etc.

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Employment History

Begin with present occupation/last employer and work backwards

From/to	Employer, type of business	Position held, responsibilities and reason for leaving	Current Salary / Salary on leaving
Date available for work, or notice required			



Additional information

Please explain why you are applying for this position and outline how you meet the person specification and add any other relevant information in support of your application. You may use extra sheets.

Please give details of hobbies and interests (include membership of any organisation, any office held and any voluntary work which might be relevant to the job you are interested in)

Do you have any unspent convictions under the terms of the Rehabilitation of Offenders Act 1974? Yes/No

If Yes, please give details:

Where did you see this vacancy advertised?

I confirm that all the above information is correct and I understand that supplying false information could lead to any offer of employment being withdrawn or, if already employed, to the termination of that employment.

SIGNED:

DATE:

Please return this form, along with a copy of your CV and a covering note, either via email to gct@gct.org or by post to: Galapagos Conservation Trust, 5 Derby Street, London, W1J 7AB. Closing date: 10am on 9 August 2010.