

North Yorkshire Forum for Voluntary Organisations

Application for post of

Please complete the form in black ink. You may word process your application provided that you do not alter the page layout. An electronic version of the application form can be obtained by emailing nyfvo@nyfvo.org.uk or downloaded from: [www.nyfvo.org.uk/about us/vacancies](http://www.nyfvo.org.uk/about-us/vacancies)

Do not submit or attach a CV, a covering letter, or additional information.

This front sheet (page 1) and the equal opportunities monitoring form (page 2) will be detached from the application upon arrival at the Forum. The front sheet will not be used during the shortlisting process. The equal opportunities monitoring form will only be used after an appointment has been made and then only to produce anonymous statistics to help monitoring of the Forum's policy.

Full name:

Full address (including postcode):

Telephone: (daytime)

(evening)

Email address:

Please give the name, address and telephone number of two referees. These should be your two most recent employers, including your present employer where applicable, or a relevant academic principal. Personal referees should be given only when there is no previous employer or educational establishment to which reference can be made. Please state their relationship to you (eg employer, college tutor). If you are invited for interview these references may be taken up before your interview, unless you request otherwise on this form.

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I apply for the above post and confirm the information I have provided is accurate. I understand that the inclusion of false information or the omission of relevant information may lead to dismissal.

Signed:

Date:

Equal opportunities monitoring form

This information will be treated in the strictest confidence and will be used only for statistical monitoring. It is not part of the selection process and will be separated from the application form prior to shortlisting.

The Forum's committed to equal opportunities for all, irrespective of age (except the normal retirement age of 65 for paid staff), caring responsibilities, class, colour, disability, gender, geographical location, marital status, mental health, nationality, parental status, racial origin, religious belief, sexuality or unrelated criminal conviction.

So that we can monitor the implementation of our policy we are seeking your help. It would be of great assistance in pursuing our commitment to equal opportunities if you would complete this monitoring form.

Date of birth:

Do you consider yourself to be a disabled person? <input type="checkbox"/> Yes <input type="checkbox"/> No
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<p>Ethnic group (using the same categories as the 2001 Census). Chose one section from A to E, then ✓ the appropriate box to indicate your cultural background.</p> <p>A White <input type="checkbox"/> White British <input type="checkbox"/> White Irish <input type="checkbox"/> Any other White background – please write in:</p> <p>B Mixed <input type="checkbox"/> White and Black Caribbean <input type="checkbox"/> White and Black African <input type="checkbox"/> White and Asian <input type="checkbox"/> Any other Mixed background – please write in:</p> <p>C Asian or Asian British <input type="checkbox"/> Indian <input type="checkbox"/> Pakistani <input type="checkbox"/> Bangladeshi <input type="checkbox"/> Any other Asian background – please write in:</p> <p>D Black or Black British <input type="checkbox"/> Caribbean <input type="checkbox"/> African <input type="checkbox"/> Any other Black background – please write in:</p> <p>E Chinese or other ethnic group <input type="checkbox"/> Chinese <input type="checkbox"/> Any other – please write in:</p>

Where did you see the post advertised?
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Employment:

Please give details, with the most recent first.

Employer	Post held and duties	From	To
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Applicant Number (for Forum use only) []

Please state why you are applying for this post and what you would bring to it, making particular reference to the job description and person specification: