

Position Applied For:

Please note:

CVs and other supporting documents will not be considered.

If you are submitting a hard copy of this form, please complete in black ink.

Please ensure you have read the job description and person specification for this role before completing the application form, and answer as fully as possible.

Please return this form to jobs@landmineaction.org or Landmine Action, second floor, 89 Albert Embankment, London, SE1 7TP, UK

Application Form

Section 1: PERSONAL INFORMATION

Surname		First Name	
Date of Birth (dd/mm/yyyy)		Gender	
Address		Telephone Number	
		Mobile Number	
Email Address		Work Telephone Number	
Work Email Address		May we contact you at work?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Nationality		Do you require a work permit for the UK?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Drivers License

Do you hold a clean valid drivers license?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please state for which vehicle and the type of license held		

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Section 2: EDUCATION & PROFESSIONAL QUALIFICATIONS

Education and Professional Qualifications

Please list any relevant academic education and professional qualifications you have undertaken, starting with the most recent first.

Subject	Place of Study	Grade/Result	Year Obtained

Training Courses Attended

Description of course(s) undertaken and relevant educational and other qualifications/skills obtained (including specialist in-house training, short courses etc). Please start with the most recent first.

Course Title	Training Provider	Duration	Year Obtained

Languages

Language	Spoken (Yes/No)	Written (Yes/No)	Reading (Yes/No)	Level

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Section 3: EMPLOYMENT HISTORY

Employers' Name		Employer's Address	
Type of Business		Telephone Number	
Job Title		Start Date	
Reporting To		End Date (if applicable)	
Period of Notice		Reason for Leaving (if applicable)	

Brief description of and responsibilities achievements:



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Previous Employment

Please list your previous jobs, starting with the most recent first.

Employers' Name and Address	Job Title	Dates	Brief Description of Responsibilities	Reason for Leaving

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Section 4: ADDITIONAL INFORMATION

Please provide details of work experience (paid or voluntary), skills and achievements relevant to this post and any other information to support your application. Using the job description and person specification, please demonstrate how your skills and experience meet the requirements.

Expand this section onto another page, if necessary, but do not make this section longer than 2 A4 pages.



Position Applied For:

What made you interested in working for Landmine Action?

Position Applied For:

Section 5: REFERENCES

Please give details of two people, not related to you, who may be approached for references as to your suitability for the post. One should be your present employer (last employer if not currently employed). The second should be a referee who is able to comment on your work abilities.

Referees will not be contacted prior to interview.

Referee 1

Surname	First Name	Job Title	Relationship
Address	Telephone Number	Fax Number	Email Address

Referee 2

Surname	First Name	Job Title	Relationship
Address	Telephone Number	Fax Number	Email Address

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Section 6: DECLARATION

Declaration of criminal convictions

Do you have any criminal convictions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, please provide details
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I confirm that to the best of my knowledge, the information provided on this form is correct.

Name		Date	
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--- End of application ---