Latin American Women’s Aid

APPLICATION FORM

# **Position:**

1. **General Information**

|  |  |
| --- | --- |
| Full Name: |  |
| Address: |  |
| Post Code: |  |
| Telephone No. |  |
| E-mail |  |

**General Education and training (second education onwards)**

|  |  |  |
| --- | --- | --- |
| Dates: | School, College, University | Course, Title & Qualification obtained |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Language Proficiency**

**Please specify level as: High, Average or Basic**

|  |  |  |
| --- | --- | --- |
|  | Spoken | Written |
| English |  |  |
| Spanish |  |  |
| Portuguese |  |  |

**Computer Literacy**

**Please name packages and level of proficiency (Advance (A) Average (AV) Basic (B)**

|  |  |
| --- | --- |
| Windows |  |
| Word-processor |  |
| Databases |  |
| Spreadsheets |  |
| Other |  |

1. Please explain the reasons why you are applying for this post, and give examples on how you fulfil the criteria, using your personal qualities, experiences, interests, hobbies, etc., give examples that will tell us how you fulfil each of the criteria detailed in it. (maximum 10 lines, Arial 11)
2. What is your understanding about Black and/or Minority Ethnic (BAMER) organisations in the UK? (maximum 6 lines, Arial 11)
3. What is your understanding, experience and awareness regarding Domestic Violence in the UK and issues facing Latin American women in the UK? (maximum 10 lines, Arial 11)
4. Ability to work under pressure, handle a complex and fluctuating workload and prioritise key tasks. (maximum 5 lines, Arial 11)
5. Ability to liaise and network with legal professionals, frontline providers and other voluntary and statutory agencies, to promote LAWA’s projects and ensure their sustainability (maximum 6 lines, Arial 11).

**Employment History**

Please give a chronological summary of your employment history, starting with the most recent job. Include part-time and voluntary work

|  |  |  |  |
| --- | --- | --- | --- |
| Dates | Name and Address of employer | Job title outline of duties | Reason for leaving |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**References**

Please provide us with **two** references. One of your referees should be your current employer.

References will only be taken after the interview.

|  |  |  |
| --- | --- | --- |
| Name: | 1 | 2 |
| Address |  |  |
| Telephone No. |  |  |
| Fax No. |  |  |
| Relation to applicant |  |  |

**Availability**

If you were selected for the post, when you would be able to start work?

**How did you learn about this post?**

**Do you have work permit? Yes No**

This post will be subject to police check under the Rehabilitation of Offenders Act 1974

Declaration:

I declare that the information given in this application form is true to the best of my knowledge

|  |  |  |  |
| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |

Please return the form via email to: [recruitment@lawadv.org.uk](mailto:recruitment@lawadv.org.uk)

The Latin American Women’s Aid

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