



**Global Action Plan**  
CREATING THE CLIMATE FOR CHANGE

**APPLICATION FORM**

*PLEASE TYPE OR WRITE IN BLACK PEN FOR PHOTOCOPYING PURPOSES*

Position applied for: \_\_\_\_\_

Title: (by which you wish to be addressed) \_\_\_\_\_ Surname: \_\_\_\_\_

First Names: \_\_\_\_\_ Contact Tel no: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If successful when could you take up appointment? \_\_\_\_\_

**EDUCATION**

Type of establishment attended since and including Leaving cert	Dates attended To - From	Qualifications/Accreditation

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Type of establishment attended since and including Leaving cert	Dates attended To - From	Qualifications/Accreditation

**TRAINING**

Please give details of any external or internal courses or training that you have taken (including dates and length or course, etc.)

Type of training	Dates attended To - From	Qualifications/Accreditation (if any)



**VOLUNTARY WORK EXPERIENCE**

Please give details of any unpaid/voluntary work experience

Dates From/To	Organisation (Name and Address)	Job Title and main duties

**PLEASE DEMONSTRATE HOW YOU MEET THE REQUIREMENTS OF THIS POST AS SET OUT IN THE PERSON SPECIFICATION.**

**ADDITIONAL INFORMATION**

Please provide additional information that you feel may support your application.

**DRIVING ABILITY**

Do you hold a full current Driving Licence? Yes/No

**REFERENCES**

Please give details below of 2 people whom we may contact for references. At least one of the referees should have knowledge of you in a working environment, either paid or unpaid and one should be your current/last employer.

Previous surname (if necessary) for reference purposes: \_\_\_\_\_

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Reference 1		Reference 2	
Name:		Name:	
Company:		Company:	
Position:		Position:	
Address:		Address:	
Tel. No:		Tel. No:	
E-mail:		E-mail:	

Where did you hear about the job? \_\_\_\_\_

**DECLARATION**

I certify that all the information I have given is correct and understand that any false information given may result in any job offer being withdrawn.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Global Action Plan is an Equal Opportunities employer.

Please return this application form with a covering letter by **Friday 10<sup>th</sup> February 2012 at 4pm** by e-mail to [info@globalactionplan.ie](mailto:info@globalactionplan.ie) or by post to Global Action Plan, 13 Balbutcher Lane, Ballymun, Dublin 11. Phone (01) 862 5846.

All applications will be acknowledged by email within 3 working days of receipt. If you do not receive such an acknowledgement, please contact us as soon as possible.

**First round interviews will take place on Thursday 16<sup>th</sup> February 2012; Second round interviews (if deemed necessary) will take place on Tuesday 21<sup>st</sup> February 2012.**