

Valleys Kids

1, Cross Street, Penygraig, Tonypany, Rhondda, CF40 1LD Charity No 1074840
Telephone 01443 420870 Fax 01443 420877
Email: lynfa@valleyskids.org.uk



Application for the post of: Co-Production Co-ordinator
Please tick if you are interested in a Full Time post
Job share
18.5 Hours

Application Ref No.

If there is not enough space to complete your answers please continue on additional sheets.

Completed form to be return by **11.59 pm 6th December 2021** to: Lynfa@valleyskids.org or

Lynfa Hull, Admin Officer, Valleys Kids, 1, Cross Street, Penygraig, Tonypany, Rhondda, CF40 1LD.

1. Personal Details

Surname	<input type="text"/>
First Name	<input type="text"/>
Address	<input type="text"/>
Telephone Number	<input type="text"/>
Email Address	<input type="text"/>
Date of Birth	<input type="text"/>
Do you hold a current clean driving license?	YES <input type="checkbox"/> NO <input type="checkbox"/>

2. REHABILITATION OF OFFENDERS ACT

Have you ever been convicted of a criminal Offence?	YES <input type="checkbox"/> NO <input type="checkbox"/>
If yes please give details with date and result on a separate sheet.	
Because of the nature of the work for which you are applying this post is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974. Therefore, any spent convictions must be declared.	
The nature of this post will require you to comply with the Disclosure and Barring Service Disclosure procedure.	
This information will remain strictly confidential.	

This page to be retained by human resources during short listing

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3. DETAILS OF EDUCATION / QUALIFICATIONS / TRAINING

Please provide details of your education with dates and qualifications obtained. Include details of any training courses completed in the last two years.

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4. DETAILS OF EMPLOYMENT

Please give details of your present / most recent employer first.

Dates From / To	Employer's Details	Post, Grade/Wage, Brief Description of Duties and Reason for Leaving

5. Why Do You Want This Post With Valleys Kids?

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Continue on additional sheets if you wish.

6. RELEVANT EXPERIENCE

Briefly describe some of your work in the past five years that is relevant to the job description.

7. Other Skills and Interests

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Please include any other skills or interests you have which may be useful to the job.

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8. REFERENCES

Please give the names and addresses of two people to whom reference can be made in support of your application (not relatives). One should be your current employer.

May we obtain references before an offer of appointment YES NO

1 Present/Most Recent Employer:	2 Other:
Position:	Position:
Daytime phone:	Daytime phone:

What is the period of notice required in your present job?

How did you become aware of this vacancy?

Signed

Date