**CEO**

**SAVTE Application Form - Parts 1, 2 and 3**

The closing date for applications is midday on 29th September 2025

Send completed form to savte@savte.org.uk

**Part 1 Applicant Information**

| **First Name:** |  | **Family Name:** |  |
| --- | --- | --- | --- |
|  | | | |
| **Address:** |  | **Post Code:** |  |
|  | | | |
| **Phone:** |  | **Email:** |  |
|  | | | |
| Do you need any adjustments to help you at the interview or to undertake the role? (We will contact you about these if you are shortlisted.) | |  | |

Education

| **Name of**  **Establishment** | **Dates** | **Country** | **Qualification** |
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References

Please list two **professional** references.

1.

| **Full Name:** |  | **Relationship to you:** |  |
| --- | --- | --- | --- |
| **Job Title:** |  | **Phone:** |  |
| **Email:** |  | | |

| **May we approach the referee without consulting you beforehand?** |  |
| --- | --- |

2.

| **Full Name:** |  | **Relationship to you:** |  |
| --- | --- | --- | --- |
| **Job Title:** |  | **Phone:** |  |
| **Email:** |  | | |

| **May we approach the referee without consulting you beforehand?** |  |
| --- | --- |

Current / most recent employment

| **Job title:** |  |
| --- | --- |
| **Employer name, address and phone number:** |  |
| **Brief description of**  **duties:** |  |
| **Dates and length of notice required:** |  |

Previous employment / regular volunteering activity (add boxes if required)

| **Employer/organisation** | **Dates** | **Role and Brief Description of Duties** |
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Other Relevant Experience

Please provide details of any training, experience or activities which you feel are relevant to the job.

(For example, less regular voluntary work, work in the household, hobbies, involvement with community groups, adult education courses, etc.) The space expands as you add text.

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**Part 2 - Meeting the person specification**

Please tell us more about how your experience meets the person specification of the role.

Where appropriate, give us examples of when you demonstrated skills or personal qualities. You can use the same example several times. Don’t worry if you can’t find examples to show all of them, but **make sure you give examples for those we have marked ‘essential’ for the role.**

| **QUALIFICATIONS AND EXPERIENCE - Please refer to the person specification** |
| --- |
|  |
| **Knowledge & Skills - Please refer to the person specification** |
|  |
| **Personal Qualities - Please refer to the person specification** |
|  |
| **Personal Circumstances - Please refer to the person specification** |
|  |
| **Any experience that is transferable to this role:** |
|  |

**Part 3 – Declarations and diversity monitoring**

**Declaration**

Eligibility to work

| **Do you have any current criminal**  **Proceedings pending against you?** |  |
| --- | --- |
| **If yes, please provide details.** |  |
| **Is there any restriction on your ability to work in the UK?** |  |
| **If you have answered Yes to the above questions, please state what kind of visa/permission to work in the UK you hold.** |  |

| **Please provide any other information relating to your eligibility to work in the UK.** |  |
| --- | --- |
| **If you hold a visa or other permission entitling you to work in the UK, when does it expire?** |  |

The information contained in this form is, to the best of my knowledge, accurate and complete.

| **Signed:** |  | **Date:** |  |
| --- | --- | --- | --- |

Please tell us where or how you found out about this job

|  |
| --- |

Diversity Monitoring - Please complete our [anonymised monitoring form](https://docs.google.com/forms/d/e/1FAIpQLSeWrdIfTMeBVigyiRK3ZFBsgp2BtmkqCVtAoyw7IOdne5FYzA/viewform?usp=sf_link). It will help us monitor and improve our recruitment process.