

APPLICATION FORM

Please complete in black ink or type. CVs will not be considered.

POST YOU ARE APPLYING FOR: _____

FIRST NAME(S): _____

FAMILY NAME(S) / SURNAME(S): _____

ADDRESS: _____

HOME TELEPHONE NUMBER: _____

DAYTIME TELEPHONE NUMBER: _____

EMAIL: _____

EDUCATION, QUALIFICATIONS AND TRAINING

Please continue on a clearly labelled separate sheet if necessary.

DATE	NAME OF SCHOOL, COLLEGE, BUSINESS OR ORGANISATION	NAME OF THE COURSE / TRAINING PROGRAMME	QUALIFICATIONS OBTAINED

EMPLOYMENT HISTORY

Please give details below, in date order, starting with your current or most recent employer and accounting for any gaps in employment. Please include any relevant voluntary work. Continue on a clearly labelled separate sheet if necessary.

DATE	EMPLOYER'S NAME AND ADDRESS	JOB TITLE AND MAIN DUTIES	REASON FOR LEAVING

PERSONAL STATEMENT

Please explain why you feel you are suited to this job. Show how your skills, abilities, knowledge and experience relate to those required for this job in the Person Specification and Job Description. Please continue on a separate sheet of paper if necessary, but do not include more than two sides of A4.

ARE YOU REQUIRED TO HAVE A UK WORK VISA/PERMIT? YES NO

IF SO, DO YOU HAVE A VALID VISA/ PERMIT? YES NO

WHICH LANGUAGES CAN YOU SPEAK:

FLUENTLY _____

ADEQUATELY _____

AT A BASIC LEVEL _____

WHERE SPECIFICALLY DID YOU HEAR ABOUT THIS POST? _____

IF YOU WERE OFFERED THE JOB WHEN COULD YOU START? _____

REFERENCES

Please give details of **TWO** referees, one being your current or most recent employer. Do not give relatives. References will be taken up following interview.

Name	Name
Position	Position
Organisation	Organisation
Address	Address
Phone No.	Phone No.
Email address	Email address

DECLARATION

Please check that all the information provided by you on this application form is accurate. All information given will be treated in the strictest of confidence and will be used for this job application only.

I certify that, to the best of my knowledge, the information I have provided on this form and any other accompanying documents is true and accurate and can be treated as part of any subsequent contract of employment.

SIGNED _____ DATE _____

Please complete the application form and send to jobs@rainforestuk.org, with the **Job Title and your name** in the reference field of your email.

Alternatively, please post to:
JOBS
The Rainforest Foundation UK
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London, NW5 2JT.

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