# BHN APPLICATION FORM - PART 2

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| Post applied for |  |  | Application number(For internal use only) |  |

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| **PAID WORK HISTORY (if any)** | | | |
| **Name & address of organisation** | **From** | **Position held** | **Description of job and responsibilities:** |
| **To** |
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| **VOLUNTEERING** | | | |
| **Name & address of organisation** | **From** | **Position held** | **Description of volunteering done** |
| **To** |
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| **EDUCATION** | | | |
| NAME OF SCHOOL/ COLLEGE/UNIVERSITY | **From** | **Qualifications gained** | |
| **To** |
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| **OTHER RELEVANT COURSES & TRAINING** | | | |
| **Name of course** | **From** | **Qualifications gained and grades** | |
| **To** |
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| **SKILLS & EXPERIENCE** |
| This is the most important part of this form! Please use this space to provide evidence of how your experience, skills and knowledge match the person specification. It’s usually easiest to list each of the criteria, and give evidence of how you meet each one.  Do give as much detail as you can of the experience and skills you have. We value volunteering experience just as much as work experience.  Try to keep your answer to less than 1000 words if possible. |
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**REFERENCES (one should be a work or volunteering referee and one should know you personally but not be a relative or partner)**

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| --- | --- | --- | --- | --- |
| Name |  |  | Name |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Address |  | |  | Address |  | |
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| Postcode |  |  |  | Postcode |  |  |

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| --- | --- | --- | --- | --- |
| Telephone |  |  | Telephone |  |
| Email |  |  | Email |  |
| Relationship |  |  | Relationship |  |

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| **ADVERTISING RESEARCH** |
| To assist in improving our recruitment process, please tell us how you heard about the vacancy. |

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| **RETURN YOUR COMPLETED APPLICATION TO:** [**recruitment@bhn.org.uk**](mailto:recruitment@bhn.org.uk) |
| **Closing date for application is** |
| Include all 3 parts: Part 1, Part 2 and the Equal Opportunities form |