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**APPLICATION FORM**

**Finance Manager & Company Secretary (part-time)**

Please complete the following and return via e-mail to admin@blueappletheatre.com.

Please note: the tables will expand as you type in them

**Personal details**

|  |  |
| --- | --- |
| Name |  |
| Address |  |
| Telephone number(s) |  |
| Email  |  |

**1. Relevant employment and experience**

Please enter all relevant previous employment and experience (including unpaid) to this role below (most recent first):

|  |  |  |
| --- | --- | --- |
| **Role / job title** | **Company / organisation** | **Dates from – to**  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**2. Relevant education and qualifications**

Please enter relevant education and qualifications below (most recent first)

|  |  |
| --- | --- |
| **Qualification / certification** | **Date achieved** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**3. Personal statement**

With reference to the job description for Finance Manager & Company Secretarywith Blue Apple, please describe (in no more than 2 sides of A4 or 1000 words) what interests you in the post and why you are suited to the role:

|  |
| --- |
|  |

**4. Referees**

Please include the details of 2 people, including a recent employer, who we can contact for a reference for this role should you be offered the post:

|  |  |  |
| --- | --- | --- |
| **Name of referee** | **Role / organisation** | **Address, telephone and email** |
|  |  |  |
|  |  |  |

Please complete this form electronically and return it to admin@blueappletheatre with ‘Finance Manager & Company Secretary**’** in the subject line by the deadline of **Wednesday 18 July 2018**.

Please also attach separately the **equal opportunities form**, which will be separated on receipt and is for monitoring purposes only.