# Application Form

Please complete this form and attach it to your CV. All personal data will remain confidential and be processed and stored according to the requirements of the Data Protection and Privacy Act 2019. Hope for Justice’s policy and practice is designed to ensure fair treatment of existing and prospective employees without regard to sex, marital status, disability, religious or philosophical belief (or lack of) age, nationality, ethnic or national origin.

|  |  |  |  |
| --- | --- | --- | --- |
| Position applied for | | | |
| How did you hear about the vacancy? | | | |
| First name | Surname | | Title |
| Address | | | |
| Telephone - Day | | Telephone - Evening | |
| Telephone - Mobile | | Email | |

|  |  |
| --- | --- |
| Current/last position held | Period of notice required |
| Reason for leaving | |
| Current/last salary  Do you have any salary expectations? | |

|  |  |
| --- | --- |
| Please state if you require any reasonable adjustments, due to disability, to enable you to attend interview, or that you wish us to take into account when considering your application | |
| Are you eligible to work in Uganda?  YES/NO  Visa details if applicable  (Proof of this will be required if an offer is made.) | Have you ever been dismissed from a previous employment or been subject to any form of disciplinary action?  YES/NO  If Yes, please give details in your cover letter |

|  |
| --- |
| Name and email address of 3 referees (References will not be taken up until an offer has been made) |
| 1. Most recent Employer |
| 1. Previous Employer |
| 1. Character |

|  |
| --- |
| Please describe how your skills and experience meet the requirements set out in the job description (limit 450 words) |

|  |  |
| --- | --- |
| **Declaration –** I confirm that all the information provided on this form and in my CV is to the best of my knowledge honest and accurate. The deliberate withholding of relevant information or provision of misleading information may lead to the withdrawal of any job offer or subsequent employment.  I authorise any information given may be verified through appropriate sources. I am happy to be contacted on the email address given above. I consent to this personal data being recorded and stored for business monitoring purposes.  I do not wish my details to be kept on file in case another position arises.  *(please tick)* | |
| Signature | Date |