

Job Enquiry Form

<p>PERSONAL DETAILS</p> <p>Title</p> <p>Surname</p>	<p>First Names</p> <p>(Underline the name by which you want to be known)</p>
<p>Address</p> <p>Post Code</p> <p>E mail address</p>	<p>Telephone No.</p> <p><i>(Home)</i></p> <p><i>(Mobile)</i></p> <p><i>(Work)</i></p> <p>May we contact you at work? Yes / No</p>
<p>Are you currently employed? Yes/No</p> <p>Please give a brief description of your duties and responsibilities</p>	
<p>Are you looking for full time /part time* /voluntary work</p> <p>If part time ideally what hours per week?</p> <p>Are you interested in Short term or Permanent employment?</p>	
<p>What work interests you at the Y?</p>	
<p>Have you had any previous contact, or do you have any current contact, with the YMCA? Yes / No</p> <p>If yes, please give details</p>	

Please give details of any relevant skills/experience gained outside employment (eg through voluntary service).

Any further comments:-

How did you hear of the Y Centre?

DECLARATION I declare that the information I have given on this form is correct and complete. I consent to this information being kept by the YMCA for a period of three months for the purpose of determining whether or not I may be suitable for any vacancies that may arise.

Signed _____ Date _____