

Application form



Instructions: Please download this document and save to your computer. To assist with shortlisting, please save the file name with your family name and initials.

This completed application form should be emailed **along with your CV** to recruitment@warchild.org.uk or posted to:
War Child, Studio 320, Highgate Studios, 53 – 79 Highgate Road, London, NW5 1TL

Position applied for:	
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First Name:	Middle Name(s):	Family Name:

Address:

City:	Postcode:	Country:

Email address:	Contact telephone number(s):

Nationality (<i>International roles only</i>):	Skype ID:

Do you currently have eligibility to work in the UK? <i>London based roles only.</i>	Non-UK citizens only. Please provide details of your visa/settlement status/work permit to work in the UK:
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Yes		No	
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Where did you see the advertisement for this post?	
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Equal Opportunities Form:

All applicants are kindly requested to complete the electronic equal opportunities monitoring form, which is available here: <https://www.surveymonkey.co.uk/r/wcuk-equal>

Statement 1: Please give your reasons for applying, together with any other information you consider relevant to the post, including what you believe you can bring to the post and the work of War Child. Taking into consideration the experience and skills listed within the person specification. Please use no more than 500 words.

Statement 2: Describe a scenario where you have displayed the relevant competencies required for this role in your work experience to date. Please use no more than 500 words.

References

If you are successful in your application, you will be asked to provide details of two professional references and one character reference. Both professional referees have to be someone you reported to or HR and one of your professional referees should be your current or most recent employer. Your character referee must be a professional person, who you have known for **at least two years** and may **not be a family member**. A list of acceptable professional persons can be found at pg 25 [here](#). Please note **we will not contact** your referees in advance of the interview process.

Data protection

War Child will treat your personal data as being confidential and will comply with all Data Protection legislation. The information will be kept securely and will be kept no longer than necessary.

I agree that the data provided will be used to process my application and might also be used to help with any future applications made to the company. If my application is successful, I accept that the data will be used to administer my personnel record. If unsuccessful, I accept that my details will be retained for a period of six months.

I hereby give my consent to War Child processing the data supplied in this application form and my CV for the purpose of recruitment and selection.

Declaration

I declare that I have no prior convictions, nor have I received any warnings and/or disciplinary actions taken against me regarding abuse, harm or exploitation of children and vulnerable adults. I do not have any pending prosecutions and/or ongoing investigations, including those being undertaken at the applicants' time of resignation into any form of abuse, harm, exploitation, or neglect of children and/or vulnerable adults.

Should this application be successful I agree to supply documentary evidence as requested i.e. proof of right to work in the UK, work permit, passport, etc. that may be necessary to process my application for employment.

I understand that all information supplied on this application form and CV will be kept strictly confidential and will only be used for the purpose of selection and administration. The information I have provided is, to the best of my knowledge, true and accurate. I accept that any false or misleading statements may be sufficient cause for rejecting my application, or if employed, may lead to my dismissal.

Name:	
Date:	