Cork Islamic Cultural centre (CICC)

 **Job Application Form** Confidential

**PART A: PERSONAL DETAILS**

**Post you are applying for: Imam**

|  |  |  |  |
| --- | --- | --- | --- |
| **First Name** |  | **Last Name** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Address** |  | **Home Tel** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Town** |  | **Daytime Tel** |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Postcode** | **Email** |  |

|  |  |
| --- | --- |
| **PPs No** |  |

|  |  |
| --- | --- |
| **Are you free to take up employment in Ireland with no current immigration restrictions?** |  |
| **Do you need work permit to work in Ireland?** |  |

**PART B1 : PRESENT OR MOST RECENT EMPLOYMENT**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date Commenced** |  | **Annual Salary** |  |

**Job Title**

**Notice Required (if applicable) or date left**

**Please Give Details of your present duties**

**PART B2: EMPLOYMENT HISTORY**

State in date order, most recent first, where you have been employed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of employer and address of****employer or school** | **From** | **To** | **Job Title** | **Permanent,****Temporary, Supply** |
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**PART C: EDUCATION**

**(QUALIFICATIONS OBTAINED FROM UNIVERSITIES/COLLEGES/SCHOOLS) – START WITH HIGHEST**

|  |  |  |  |
| --- | --- | --- | --- |
| **Universities, Colleges, Schools,** | **From** | **To** | **Qualifications gained**(including subjects and grades) |
|  |  |  |  |
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**PART D: RELEVANT TRAINING**

Please give details of any training courses, which may be relevant to the post you are applying for

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| --- | --- | --- |
| **Name of the course** | **Date** | **Provider** |
|  |  |  |
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**PART E: SUPPORTING STATEMENT**

Please state how your skills, experience and achievements to date would make you a suitable applicant for this post. Include details of any relevant unpaid or voluntary work. Your statement will help us to decide whether we should invite you for an interview. **Read the person specifications before writing your statement.** *(Please continue on an additional page if your statement needs more than one page)*

**PART F:**

Please provide names and contact details of two persons who are able to provide references relating to your suitability for the post. One of the referees must be your current or last employer. Do not name your friend or family member.

1. 2.

Name: Position: Relationship: Email address:

Tel: Fax:

Postal address:

Name: Position: Relationship: Email address:

Tel: Fax:

Postal address:

Can we approach your present employer for a reference before the interview? Yes/No (please delete appropriately)

**Relatives / Other interests**

Canvassing of CICC Board of Directors (BODs) or board members in relation to this appointment will disqualify you

Are you related to a trustee or employee of the Liverpool Muslim Society? Yes/No (please delete appropriately)

If yes, please give brief details

If appointed, do you have any business and / or financial interest, which might conflict with the duties of this post? Yes/No (please delete appropriately)

If yes, please give brief details: \_

**Safeguarding:**

The Cork Islamic Cultural Centre (CICC) is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to adhere to this commitment. The CICC carries out stringent recruitment and vetting procedures. All staff and volunteers are subject to Enhanced DBS checks, proof of right to live and work in the republic of Ireland, satisfactory professional references and medical fitness checks.

Have you ever been convicted of any criminal offence? Yes/No (please delete appropriately)

If yes, please give details of the conviction(s) and date(s)

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Declaration**

I declare that to the best of my knowledge the information given on this form is correct and can be treated as part of any subsequent contract of employment.

Signature \_\_\_\_\_\_\_\_\_\_\_

Date:\_\_\_\_\_\_\_\_\_\_\_

If you are returning this form by email, you will be asked to sign your form upon being called for interview.