**Greater Manchester Hazards Centre Ltd**

Unit 2, The Wesley Centre

Royce Road

Manchester M15 5BP

website: https://gmhazards.org.uk

**Application for Employment Confidential**

Send Application by email to **c.bedale@btinternet.com**

***Please return this form by5pm Wednesday 3rd September 2025***

*Please note – you cannot fill this form in online; you should download it, complete it and* ***scan it and send by email****.****The office is rarely staffed at present so we would prefer NOT to accept applications by post.***

***Please do NOT send a CV – we will only assess potential interviewees by this Application Form.***

***Interview date: Thursday 11th September 2025. Interviews will be in person in Manchester.***

Post applied for: **GMHC Coordinator (half-time)**

Surname: ……………………………………………………………………………..

Other names: …………………………………………………………………………

Address: ………………………………………………………………………………

………………………………………………………………………………………….

………………………………………………………………………………………….

Email address: ……………………………………………………………………….

If you can be contacted by telephone, please give the number:

Day: ……………………………………. Evening: …………………………………

***For any question, if there is not enough room, please continue on a separate sheet.***

1. **Work Experience and Skills:** Please give details of present and past work, starting with the **most recent**. This can be paid or voluntary work, or work at home.

|  |  |  |
| --- | --- | --- |
| *From* | *To* | *Details* |
|  |  |  |

2. Please give details of the experience and skills which you would bring to the job. It will be helpful if you relate your answer to the **Job Description (see Job Summary and Main Duties) and the Person Specification (the skills/knowledge and experiencerequirements for the job**).

3. What training or qualifications do you have which are relevant for the job?

|  |  |
| --- | --- |
| *Training / Qualification* | *Date Achieved* |
|  |  |

**4. Further Information**

Please give any further information or details which support your application.

**5. Please let us know if you would require any reasonable adjustments to attend an interview.**

………………………………………………………………………………………….

**6. If you were offered the job, when would you be able to start?**

………………………………………………………………………………………….

***Hazards Conference 20255th to 7th September 2025 at Keele University:***

*If you would like to attend this conference – either in person or online – please let us know, and we will try to arrange it. This would NOT be part of the interview process, but would give you a chance to see GMHC work in practice. However, if you are not available on those dates that does NOT stop you from applying for the job.*

**References**

Please give the names and addresses of two people who can give you a reference if we require one. If you are currently in paid work, one of these should be your present employer or manager.

**Referee 1. [ ]** *Please tick here if you* ***do not want*** *this referee to be approached without*

*your prior permission.*

Name: ………………………………………………………………………………………….

Position (e.g., current/former manager): …………………………………………………….

Address: ……………………………………………………………………………………….

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…………………………………………………………………………………………………..

Tel: ……………………………………………………………………………………………..

**Referee 2. [ ]** *Please tick here if you* ***do not want*** *this referee to be approached without*

*your prior permission.*

Name: ………………………………………………………………………………………….

Position (eg, current/former manager): …………………………………………………….

Address: ……………………………………………………………………………………….

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Tel: ……………………………………………………………………………………………..

**Declaration**

I confirm that to the best of my knowledge the information I have provided in this application is correct.

Signed: …………………………………………………….. Date: ………………………….