

**Application Form**

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| POSITION APPLIED FOR: **Member Services Officer** |

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| Title/Name: |   |  |
| Home Address |  |  |
| Telephone: | Mobile:  | Other phone contact: |
| E-mail address: |  |  |

Please provide consent to contact by:



Post Other phone number



E-mail



Mobile

**EDUCATION/QUALIFICATIONS**

**University/Professional or equivalent**

|  |  |  |  |
| --- | --- | --- | --- |
| Dates From/To | Name and address of Institution | Degree/Qualifications with relevant modules | Grade obtained |
|  |  |  |  |

**Secondary School, Grammar School, High School or Equivalent**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of School/College | GCSE or “A” level equivalent | Grade/qualification obtained | Date obtained |
|  |  |  |  |

**Employment history, commencing with present position:**

|  |  |  |
| --- | --- | --- |
| **Name and address of Employer** | **Dates****From:** **To:** | **Job Title****Main Duties/responsibilities** |
|  |  |  |

**Please state how you meet the minimum and desirable requirements of the position.**

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**Please describe any specific experience or skills you have that are relevant to working in the Credit Union.**

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**Referees**

**Please provide details of two referees who are not employees or related to anyone associated with the Credit Union.**

|  |  |  |
| --- | --- | --- |
| **Name****Job Title**  |  |  |
| **Work Address** |  |  |
| **Contact Telephone Number** |  |  |
| **Email address** |  |  |

Referees will not be contacted without your prior permission.

Do you have the right to work in Northern Ireland? Yes/No

The company will require proof of this right before an offer of employment can be confirmed, for example, a birth certificate, passport or any other appropriate documentation.

I declare that the above information is true and correct and I understand that any false, incorrect, or misleading information given by me in the course of my application will result in termination of my employment. I understand that confirmation of my employment is subject to the receipt of a satisfactory criminal records check and references.

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

**Waterside Credit Union Ltd is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.**

**Waterside Credit Union Ltd is an Equal Opportunities employer.**