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**BirdWatch Ireland Application Form**

**Position: Curlew Keeper, South Leitrim, Curlew EIP Project**

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*NB:* ***Closing date for receipt of applications is 5pm on Friday 7th January 2022.***

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| --- | --- | --- | --- |
| Name |  |  |  |
|  |  | | |
| Address |  | | |
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|  |  | | |
| Where did you see this post advertised ? |  | | |

Application Procedure

1. Complete the application form including every section (write “Not Applicable” where necessary) and return it to BirdWatch Ireland, with a cover letter (single sheet of A4)*.* NB: You must sign your application form if sending by post, or, for email applications, be willing to sign a copy of it at interview, if selected.
2. You may include further details of employment, relevant expertise, etc. as separate sheets. However these should be as brief and as comprehensive as possible.
3. Please let us know if you do not wish us to retain your details on a database to be used for future employment opportunities in BirdWatch Ireland.
4. Completed application forms (MS Word document – please do not extend the size of the boxes) can be sent via e-mail to [kfinney@birdwatchireland.ie](mailto:kfinney@birdwatchireland.ie) (please put “Curlew EIP Curlew Keeper, South Leitrim Bogs” in the subject box). Extra pages can be added at the end of the form, but please do not send a separate CV.
5. SAVE YOUR APPLICATION FORM IN THE FORMAT First Name\_Last Name\_Curlew\_Keeper EIP.DOCX
6. Postal applications should be sent to the address below, to arrive no later than 5pm, Friday 7th January 2022.

BirdWatch Ireland Recruitment, Unit 20, Block D, Bullford Business Campus, Kilcoole, Greystones, Co. Wicklow, A63 RW83, Ireland

**BirdWatch Ireland Application Form**

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Please type or write clearly in block letters.

1. Personal Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name |  | |  | |  |
|  | | | | | |
| Address |  | | | | |
|  |
|  | | | | | |
| Telephone |  |  | |  | |
|  | | | | | |
|  | | | | | |
| Email |  | | | | |
|  | | | | | |
| Nationality |  | |  | |  |

NB: Non-EU nationals, please ensure that you have the appropriate work visa.

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| --- | --- | --- | --- | --- |
| Do you have a full driving licence? | Yes |  | No |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| If yes, do you have any current endorsements? | Yes |  | No |  |

If yes, please give details below

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|  |

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| --- | --- | --- | --- | --- |
| Do you suffer from any illness or disability which could restrict duties? | Yes |  | No |  |

If yes, please give details below:

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2. Third Level Qualifications (Please start with the most recent).

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| --- | --- | --- | --- | --- |
| Type of Qualification | Institution | Result | Date | Principal subjects, Project titles |
|  |  |  |  |  |

3. Training Courses.

Give details of any specialised training or any relevant short courses attended, including computer training.

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4. Most Recent Employment Details

Organisation Name and Address

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| --- | --- | --- | --- | --- | --- | --- |
|  | | | | | | |
|  | | | | | | |
| Position Held |  | | | | | |
|  | | | | | |
| Dates From |  | |  | |  | |
|  | |  | |
| Final or most recent salary | |  | | | | |
|  | |  | | | | |
| Period of Notice | |  | | | | |

Please outline main duties (Continue on a separate sheet if necessary).

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Please outline your reasons for leaving/wanting to leave (Continue on a separate sheet if necessary).

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5. Past Employment Details

Please include periods of voluntary work, fieldwork, etc and give reasons for any gaps other than those for education and training. (You may supply more details of relevant experience in the next section).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Dates | | Employer’s name and address | Position held & main duties | Reasons for leaving |
| From | To |
|  |  |  |  |  |
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6. Relevant expertise and experience (Continue on a separate sheet if necessary).

Please outline here your relevant experience & expertise for this position(s), such as detailed of the requirements for each position are listed in the job specifications (attached).

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7. Why are you interested in applying for this position?

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8. Hobbies and other interests (Expand briefly where relevant).

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9. Publications (Please give details of any reports you have authored or published papers).

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10. Additional relevant information (please mention any other field or desk-based skills)

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11. Referees

Please list two referees. Preferably, one should be the person to whom you are/were responsible in your current or most recent relevant employment.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Position |  |
|  | | | |
| Address |  | | |
|  |  | | |
| Phone/fax, e-mail |  | | |

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Position |  |
|  | | | |
| Address |  | | |
|  |  | | |
| Phone/fax, e-mail |  | | |

12. Declaration

I confirm that all information given in this application is correct and true. I accept that any omissions or misrepresentations may result in any future contract being terminated.

|  |  |
| --- | --- |
| Signed | Date |

|  |  |
| --- | --- |
| In the event that your application is unsuccessful on this occasion, please tick here if you would like to be considered for possible future vacancies. |  |

FOR OFFICE USE ONLY:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date Received: |  | No. of Copies Required: | | |  | |
| Relevant Office | Wicklow Office: | |  | Midlands Office: | |  |