



OFSTED Reference 517657
Registered Charity 1035297

Bradpole Pre-School,
The Sir John Colfox Academy,
Ridgeway,
Bradpole,
Bridport,
Dorset.
DT6 3DT
Tel 01308 456668
Email:bradpolepreschool@gmail.com

APPLICATION FORM for Part-time Administrator/Book Keeper

PERSONAL DETAILS

Name:
Address:
Telephone no:
Mobile:
Email:

REFERENCES

Please supply two referees who can support this application, one must be a previous employer	
Name:	Name:
Role:	Role:
Address:	Address:
Telephone no:	Telephone no:
Email:	Email:

EDUCATION AND TRAINING - GCSE's A' Levels, BTEC, NVQ, Degree, Other Professional Qualifications

Subject	Qualification	Date

WORK RELATED TRAINING

Subject	Details - qualification/level/training provider	Date

EMPLOYMENT - please tell us about your current and previous work experience, either paid or voluntary

Dates	Organisation	Job title and main responsibilities	Reason for leaving

Please describe how you meet the person specification

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Please let us know why you would like to work for Bradpole Preschool

AVAILABILITY - please indicate which days of the week and which times (morning/ afternoon) you would be able to do the hours at the preschool. We can be quite flexible but give us an idea.

DECLARATION

I declare that the information I have given is accurate to the best of my knowledge

Signed.....

Date.....

Please complete the application form and send it to the Chair of the Committee at the address above.

Applications to arrive by midday on Monday 10th October 2022.