



People United  
Creating a kinder world

## Associate Producer Application Form (December 2021)

If you would like help to complete this form, please contact  
People United on 01227 811800 or email [jobs@peopleunited.org.uk](mailto:jobs@peopleunited.org.uk)

Name	
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Address	Contact numbers

Email address	
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What is the earliest date you could start a new position?	
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Are you legally eligible to work in the UK?	
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If invited to interview you will be asked to bring proof of your eligibility with you.

Do you have any spent or unspent criminal convictions or police cautions, warnings or reprimands?	
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If yes, please provide details on a separate sheet.

Any offer of employment will be subject to a satisfactory enhanced Disclosure and Barring Service check.

Are any People United trustees or employees personally known to you?	
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If yes, please provide details below

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How did you hear about this vacancy?
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Verification:

Please sign and date below to indicate that you are providing full and accurate information in this form, your CV and your covering letter.

Signature:

Date:



## References

Please provide details below of two referees. Ideally one should be your current employer (or key client if freelance), and both should have direct experience of your work.

If you are invited to interview, we would like to take up as many references as possible **before** interview. Please indicate below if you are happy for us to do this.

Name	
Email address	
Contact number(s)	
Company	
Position	
Relationship to you	
Permission for People United to contact referee before interview?	

Name	
Email address	
Contact number(s)	
Company	
Position	
Relationship to you	
Permission for People United to contact referee before interview?	

## Further documents

Thank you very much for filling out this form. Please return it along with:

1. **A covering letter or video (3 minutes maximum)** that explains why you are applying for this position and how your skills and experience match the requirements of the post
2. **Your CV** which is up to date and complete, explaining any gaps in employment and reasons for leaving each position

Your completed documents should be emailed to: [jobs@peopleunited.org.uk](mailto:jobs@peopleunited.org.uk)

Please also complete our [Equalities and Diversity Monitoring Form](#) online. All data provided is confidential.

The closing date for applications is 12pm on Tuesday 18 January 2022.