

|  |  |
| --- | --- |
| **Position being applied for:** | YOUTH WORKER |

|  |
| --- |
| 1. **Applicants Details** |

|  |  |  |
| --- | --- | --- |
| Name |  | |
| Address |  | |
| Contact Details | Home |  |
| Mobile |  |
| Email |  |
| Are you permitted to work in Ireland? |  | |

|  |
| --- |
| 1. **EDUCATION** |

**Please complete all sections accurately and with as much detail as possible, including all education and qualifications you feel are relevant to this post. If currently in education, please include details of same.**

**Secondary Level Education:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| School attended | From | To | Highest exam taken | Year completed |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Third Level Education:**

|  |  |  |  |
| --- | --- | --- | --- |
| Examining Body | Degree/Diploma/Certificate | Award Pass/ Honours | Year of Award |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| 1. **TRAINING** |

Please give details of all training completed relevant to this post including one day courses.

|  |  |  |  |
| --- | --- | --- | --- |
| Training Course | Full/Part time | Competence gained | Date of Completion |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **STUDENT PLACEMENT / VOLUNTEERING** | | | |
| Hours per week | Organisation’s name, nature of business and location | Brief description of your role and responsibilities | Inclusive dates  (from – to) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |
| --- |
| 1. **EMPLOYMENT RECORD** |

Starting from your current/most recent position, please complete all sections. Please highlight key duties/responsibilities and achievements for each post*.* **Please indicate if these posts were full/part time.**Please add additional tables if necessary.

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Name of Employer | | Address | |
|  | |  | |
| Job title | |  | |
|  | | Full-time Part-time | |
| Dates of employment | | | |
| From |  | To |  |
| Key duties/responsibilities and achievements | | | |
|  | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Name of Employer | | Address | |
|  | |  | |
| Job title | |  | |
|  | | Full-time Part-time | |
| Dates of employment | | | |
| From |  | To |  |
| Key duties/responsibilities and achievements | | | |
|  | | | |
| 1. Name of Employer | | Address | |
|  | |  | |
| Job title | |  | |
|  | | Full-time Part-time | |
| Dates of employment | | | |
| From |  | To |  |
| Key duties/responsibilities and achievements | | | |
|  | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| 1. Name of Employer | | Address | |
|  | |  | |
| Job title | |  | |
|  | | Full-time Part-time | |
| Dates of employment | | | |
| From |  | To |  |
| Key duties/responsibilities and achievements | | | |
|  | | | |

|  |
| --- |
| 1. **EXPERIENCE AND SKILLS** |

Please complete all sections. Additional pages may be used if required.

|  |
| --- |
| Please demonstrate   1. how your experience to date meets the criteria specific to this post as set out in the job description. 2. how the skills you have acquired through both paid and voluntary work make you a suitable candidate for the position advertised. |
|  |

|  |
| --- |
| Please demonstrate your experience of engaging successfully with vulnerable and at-risk young people in a youth work or similar setting. Please highlight the methodologies and principles applied. |
|  |

|  |
| --- |
| Please outline duties in your current or recent post and demonstrate the levels of responsibilities held. |
|  |

|  |
| --- |
| Please include any additional information which you believe may support your application |
|  |

|  |
| --- |
| 1. **Hobbies and Interests** |

|  |
| --- |
| Please give details of any hobbies or interests you may have |
|  |

|  |
| --- |
| 1. **Garda Vetting** |

Due to the nature of our work Talk About Youth Project requires all potential employees to undergo Garda Vetting prior to commencement of employment.

|  |
| --- |
| 1. **REFERENCES** |

Please provide details of two referees to include **your current/most recent employer**. Please note referees will only be contacted upon until approval from candidates.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | | |
| Organisation |  | | |
| Position |  | | |
| Phone Number |  | Email |  |
|  | | | |
| Name |  | | |
| Organisation |  | | |
| Position |  | | |
| Phone Number |  | Email |  |

|  |
| --- |
| 1. **DECLARATION** |

*I have reviewed the above information supplied to Talk About Youth Project and hereby certify that, to the best of my knowledge and belief, such information is true and complete. I understand that any falsification, omission or misrepresentation on my part will be treated as serious misconduct and may result in the termination of my employment with the company in the event that I am successful in my application for employment with Talk About Youth Project.*

*I understand that certain information hereby provided by me is personal data. By signing and returning this application I consent to Talk About Youth Project using the information about me, or third parties such as referees, relating to my application of future employment. I understand this information will be used solely in the recruitment process. I understand that if shortlisted for interview my information and personal data will be kept on file by Talk About Youth Project for 2years.*

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_