

**APPLICATION FOR FINANCE OFFICER CONTRACT**

Contract applied for: Finance Officer	Post Ref: FO15
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Surname:
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First Names:
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Home address:	Postcode:
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Daytime ☎	Evening ☎
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Email:	National Insurance number: _____
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**SUPPORTING STATEMENT**

Referring to the Job Description, please use this section to provide further information in support of your application. This should cover your interest in the role, your reasons for applying and brief details of any relevant experience and qualifications. Please continue on a separate sheet if necessary.

If you have a disability, are there any arrangements that we can make for you if you are called for an interview? Yes  No

If Yes, please specify (e.g. ground floor venue):

REFERENCES	
Please give two referees to whom approaches for references may be made. If possible, one should be a present or previous employer.	
1) Name  Address  Daytime ☎ Email Relationship	2) Name  Address  Daytime ☎ Email Relationship
May these references be taken without further authority from you if you are short listed?	
1) Yes/No	2) Yes/No

<p>I certify that the information given in this application is, to my knowledge, true and accurate. Furthermore I understand that the provision of false information will result in the termination of any offer or contract of employment.</p> <p>Signature of applicant: ..... Date: .....</p>
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Please send a completed application form and a copy of your CV in an enveloped marked “confidential” to:

Lesley Bossine  
 Arts Centre Manager  
 Landmark Arts Centre  
 Ferry Road  
 Teddington  
 TW11 9NN

Or via email to [lesley@landmarkartscentre.org](mailto:lesley@landmarkartscentre.org)

**NOTE: Closing date for receipt of applications is 5pm Monday September 28th 2015.**

Interviews will be held shortly after this date at the Landmark Arts Centre.