



Families and Community Together

GUIDANCE ON MAKING YOUR APPLICATION

Disability Discrimination Act

We are committed to making reasonable adjustments to the recruitment and selection process where appropriate for any applicant with a disability to enable them to show us they meet the requirements of this post. Please contact us as soon as possible if this applies to you.

Addressing the Job and person Specification

Important – Please ensure that you study the Person Specification very carefully and tell us how you meet each of the requirements in turn. Tell us about your experience, skills and abilities that are relevant to the position. This can include any voluntary work, experiences at home or otherwise. Do remember – we cannot make any assumptions about you or any other candidates' previous roles/responsibilities, unless you provide details or evidence.

Please do use more sheets if necessary to complete your application.

PLEASE VISIT OUR WEB SITE AT WWW.toy-library.co.uk

Please not the CVs (Curriculum Vitae) will not be accepted as part of your application

Equal Opportunities Recruitment Process

We aim to ensure a fair and equal recruitment process for all applicants. We will provide feedback to any applicant if necessary. If you feel you have been treated unfairly, please contact us and we will deal with your complaint as a matter of urgency.

If you do apply, we wish you good luck!

Bulwell Community Toy Library Limited, Chris Firth Cottages, Norwich Gardens,
Bulwell, Nottingham NG6 8GG. Telephone: (0115) 9753898.