Application form

# Database administrator (Salesforce) and IT support (part time)

First name(s):

Last name(s):

# 1. Present or most recent employment

Notice period required (if employment ongoing):

Salary:

Full description of duties and responsibilities:

Reason for leaving or seeking to leave:

# 2. Your CV

Please attach a CV of no more than 2 pages.

With reference to your CV, please explain any gaps in education and employment history (e.g travel, career breaks, etc)

# 3. IT skills

What software are you familiar with?

Have you ever used macros in a spreadsheet? If so, please describe briefly.

In addition to Salesforce, are you familiar with any other database systems?

Are you familiar with SQL?

# 4. Experience and what you’re looking for in a job

What has been your most enjoyable job (or time), and why?

What has been your least enjoyable job (or time), and why?

Some people prefer to work to very clear instructions, others to take a more active role   
in defining their own work. Which do you prefer?

# 5. About you

What languages do you speak & read well?

If you could have any job in the world, what would you choose?

Which issues are most important to you and have you had a chance to get involved with them?

Had you heard of Survival before applying for this job? If so, where?

What inspires you?

# 6. Human resources

How did you find out about this position?

From what you know about the job now, do you think you would accept it if it were offered to you? If you are not sure you would accept it, why are you hesitant?

Please confirm whether you have the right to work in the UK. If you do not have the right to work in the UK we may not be able to proceed with your application.

Please confirm whether you have unspent or pending criminal convictions. If that's the case, we'll need to consider the nature of the offence before proceeding with your application.

If there are any reasonable adjustments we can make to assist you in your application or with our recruitment process, please let us know.

# 7. Referees

Please give the name, address and phone number of two referees. One referee must be your present or most recent line manager and the second one a previous employer or university tutor. Please state the capacity in which they know you. (We will not contact them without asking you first).

Referee 1 Referee 2

Name: Name:

Address: Address:

Phone: Phone:

Email: Email:

Capacity in which Capacity in which

they know you: they know you:

Any offer of employment will be subject to receipt of two references that are satisfactory to Survival.

# 8. Declaration

I declare that to the best of my knowledge the information I have given here is correct. I am aware that any false statement may be sufficient cause for rejection or, if employed, dismissal.

I understand that the information contained in this form will be processed by Survival for the purposes of recruitment only (unless I am subsequently employed by Survival in which case it will also be used for personnel and management purposes). I agree that Survival may store and process my contact details in accordance with the provisions of the Data Protection Act 1998.

I would like to subscribe to Survival’s email newsletter to receive information about your campaigns.

Signed: Date:

Survival strives to promote diversity, gender equity and balance, impartiality and non-discrimination in all activities, both internal and external.

NB: Please note that due to our limited resources, Survival is unfortunately unable to meet any costs incurred in attending an interview. We are also unable to return any supporting documents or provide feedback to unsuccessful applications.