The Hallé Concerts Society operates an Equal Opportunities Recruitment Policy and welcomes applications from all sections of the community. We would particularly welcome applications from applicants who identify as disabled, D/deaf and/or neurodivergent who can bring their own lived experience to this role.

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| Applicant Information |
| Title |  |
| Surname |  | First name |  |
| Address |  | Postcode |  |
| Home telephone no. |  | Work telephone no. |  |
| Mobile no. |  | Email address |  |
| Position applied for |  |

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| Education |
| Please fill in the most recent first |
| Dates | Establishments attended | Subjects studied | Levels and Results |
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| Current Employment |
| Position |  | Name of employer |  |
| Dates from and to |  | Address of employer |  |
| Salary and benefits |  | Employer telephone |  |
| Notice period required |  | Reasons for leaving |  |
| Main responsibilities |  |

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| PREVIOUS EMPLOYMENT |
| Dates | Company name and address | Positions held and main duties | Reason for Leaving |
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| EXPERIENCE |
| Please give details of any experience you feel is relevant to this application. This may include voluntary work, leisure activities, membership of professional bodies etc. |
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| RELEVANT TRAINING AND PROFESSIONAL QUALIFICATIONS |
| Please give details of any other training received or membership of professional bodies which you feel is relevant to your application. |
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| Supporting Statement |
| You are invited to provide us with further relevant information in support of your application. Please take each heading in the person specification and describe how you meet the criteria (continue on a separate sheet if necessary) |
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| Additional page |
| Please use this additional sheet if required |
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| GENERAL INFORMATION |
| Do you need a work permit? | Yes [ ]  | No [ ]  |
| Do you have relations who work for the Hallé?  | Yes [ ]  | No [ ]  |
| If yes, please provide details |  |
| Are there any dates on which you are unavailable for interview? |  |
| CONVICTIONS |
| Have you ever been convicted of a criminal offence?(Declaration subject to the Rehabilitation of Offenders Act) | Yes [ ]  | No [ ]  |
| If yes, please provide details: |  |
| Please note: DBS clearance may be requested in the event of a successful application. A criminal record will not necessarily be a bar to obtaining a position. A copy of the Code of Practice for Registered Persons and Other Recipients of Disclosure Information will be made available to subjects of disclosure information on request. |
| REFERENCES |
| Please supply the name, address and telephone number of two referees (including one from a current or prior employer – if you do not have a recent employer please provide a referee who can provide an independent assessment of your skills). Please also state the status of the referee (e.g. line manager, personnel manager etc.) |
| Name | Status | Address | Telephone | Email |
|  |  |  |  |  |
| If you do not wish the Hallé to contact your referees, prior to interview please mark this box [ ]  |
| Name | Status | Address | Telephone | Email |
|  |  |  |  |  |
| If you do not wish the Hallé to contact your referees, prior to interview please mark this box [ ]  |
| Declaration |
| I declare that the information given in this form is, to the best of my knowledge, true and complete. I understand that any false statement may be sufficient cause for my rejection or, if employed, dismissal. |
| Signature |  | Date |  |

Your application can be submitted in either Word or as a PDF. If you would like to submit your application in another format, please get in touch with Naomi Benn via the contact details below.

* We ensure all application forms received will be kept electronically and physically safe.
* Application forms from unsuccessful candidates will be securely disposed of 1 month after the application deadline.
* Application forms from shortlisted candidates will be securely disposed of 3 months after the application process ceases.

Please return the completed form:

**By email**

HR@halle.co.uk

**By post**

FAO Jennifer Stevens, Hallé Concerts Society, The Bridgewater Hall, Lower Mosley Street, Manchester M1 5HA