

Dear Applicant

Re: Project Leader, International Meeting Place

Please find attached, as requested, an application form and supporting information in respect of the above position.

We would ask that you fill in the application form and applicant's specification after carefully reading the job description and personnel specification. Please also complete and save the monitoring form as a separate document to be attached via email.

We treat personal data collected during the recruitment process in accordance with our Data Privacy Notice which is available on our website www.presbyterianireland.org

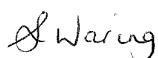
For posts that are subject to an Access NI check, a copy of our policy on the Secure Handling, Storage and Retention of Disclosure Information can be obtained from the Personnel Department on request.

Please note that all applicants must be eligible to work in the UK. On the rare occasion where a post is eligible for sponsorship by us as the employer to work in the UK, this will be stated in the personnel specification, otherwise applications cannot be progressed further unless the applicant has the right to work in the UK.

Your completed application form, applicant's specification and monitoring form should be returned **by email to personnel@presbyterianireland.org by 4 pm on Tuesday 7 May 2024.**

Thank you for your interest in the post.

Yours sincerely



Samina Waring
HR Executive

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