



## **Avon Wildlife Trust – Application for Employment**

**Please complete and submit via our HR portal:**

<https://hr.breathehr.com/v/community-ecologist-46021>

Or to apply by post, send to: Confidential, HR, Avon Wildlife Trust, 17 Great George Street, Bristol, BS1 5QT

Applications must be received by **11.59pm Tuesday 14<sup>th</sup> April 2026**

**Please let us know if you require this document in a different format, or if you require any reasonable adjustments to help you during the recruitment process by emailing [HR@avonwildlifetrust.org.uk](mailto:HR@avonwildlifetrust.org.uk)**

### **POSITION APPLIED FOR:**

**Finance Manager**

Application number:  
(for office use only)

### **1. EMPLOYMENT HISTORY**

|  |  |                       |  |                        |
|--|--|-----------------------|--|------------------------|
| <b>Present or most recent employer:</b>                  |  |                       |  |                        |
| <b>Role:</b>   |  |                       |  |                        |
| <b>Date started:</b><br>(and leaving date if applicable) |  |                       |  |                        |
| <b>Main responsibilities:</b>                            |  |                       |  |                        |
| <b>Reason for leaving:</b>                               |  |                       |  |                        |
| <b>Full or part time</b>                                 |  | <b>Notice period:</b> |  | <b>Current salary:</b> |

| <b>Previous employment:</b> please list in date order with most recent first. |             |                        |                      |   |
|---|-------------|------------------------|----------------------|---|
| <b>Employer</b>   | <b>Role</b> | <b>From</b><br>MM/YYYY | <b>To</b><br>MM/YYYY | <b>Reason for leaving<br/>and final salary<br/>(optional)</b> |
|   |             |                        |                      |   |
| Role for above and  |             |                        |                      |   |
|   |             |                        |                      |   |
| Role for above  |             |                        |                      |   |
|   |             |                        |                      |   |
|   |             |                        |                      |   |
| Role for above  |             |                        |                      |   |

| <b>Voluntary work</b> (if applicable): |
|--|
|  |

| <b>Membership of professional bodies or other organisations</b> (if applicable): |
|--|
|  |

**2. EDUCATION AND QUALIFICATIONS**

| <b>General education:</b> please give details of CSE/GCSE/GCE/O Levels and A Levels |                |              |                                  |                                |              |
|---|----------------|--------------|----------------------------------|--------------------------------|--------------|
| <i>Name and address of<br/>establishment</i>  | <i>Subject</i> | <i>Level</i> | <i>Date<br/>From<br/>MM/YYYY</i> | <i>Date<br/>To<br/>MM/YYYY</i> | <i>Grade</i> |
|   |                |              |                                  |                                |              |
|   |                |              |                                  |                                |              |
|   |                |              |                                  |                                |              |

| <b>Further education:</b> university degrees, professional qualifications, technical certificates, diplomas, etc. Please give dates and grades: |                      |                             |                           |
|---|----------------------|-----------------------------|---------------------------|
| <i>Name and address of establishment</i>  | <i>Qualification</i> | <i>Date From</i><br>MM/YYYY | <i>Date To</i><br>MM/YYYY |
|   |                      |                             |                           |
|   |                      |                             |                           |
|   |                      |                             |                           |
|   |                      |                             |                           |

**Training courses attended that you feel are relevant to this post:**

**3.ABOUT YOU**

**How I meet the Person Specification:** Please say how you meet the criteria required for the role, with specific reference to the job description. *You may attach additional pages of information, if necessary, marking them with your name and the title of the post for which you are applying.*

**Hobbies and interests:**

**4. REFEREES AND DECLARATION**

**Are you eligible to live and work in the UK?**

Yes       No

**Do you have a full UK driving licence?**

Yes       No

You may also need to have business class insurance for travelling for work in your own vehicle.

**If shortlisted, I would be available for a first interview on **Monday 20<sup>th</sup> April 2026?****

Yes       No

**If invited to a second interview, I would be available to attend on **Monday 27<sup>th</sup> April 2026?****

Yes       No

**Notes regarding availability:**

  
  
  
  
  
  
  
  
  
  

Please give details of two referees, one of these must be your current or most recent employer.

**REFEREE 1:**

|                            |  |
|----------------------------|--|
| <b>Name</b>                |  |
| <b>Company</b>             |  |
| <b>Position</b>            |  |
| <b>Relationship to you</b> |  |
| <b>Telephone number</b>    |  |
| <b>Email address</b>       |  |

**REFEREE 2:**

|                            |  |
|----------------------------|--|
| <b>Name</b>                |  |
| <b>Company</b>             |  |
| <b>Position</b>            |  |
| <b>Relationship to you</b> |  |
| <b>Telephone number</b>    |  |
| <b>Email address</b>       |  |

May we approach your current employer?      Yes       No

|                            |
|----------------------------|
| <b>5. PERSONAL DETAILS</b> |
|----------------------------|

|                          |  |                         |  |
|--------------------------|--|-------------------------|--|
| <b>First Name</b>        |  | <b>Surname</b>          |  |
| <b>Permanent address</b> |  |                         |  |
|                          |  |                         |  |
| <b>Postcode</b>          |  | <b>Telephone number</b> |  |
| <b>Email address</b>     |  |                         |  |

I confirm that, to the best of my knowledge, the information given on this form is correct.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*If you submit this application form electronically, without signature, you will still be regarded as confirming that to the best of your knowledge, the information given is correct.*

Due to limited resources, the Trust may not be able to acknowledge applications or contact applicants unless they are invited for interview. If you have not heard from the Trust by the date of the interviews, you should assume that your application has been unsuccessful. If you wish to enquire about your application, please email the Trust using the address on the front of this form.

**Your Information:**

Avon Wildlife Trust will use your information to process your application for employment under legitimate interests. For full details of our Privacy Policy and your rights please visit our website.

The information you provide on this form will be used by the Trust only in accordance with General Data Protection Regulation (GDPR) (EU) 2016/679.

**Thank you for your interest in working for Avon Wildlife Trust.**