

January 2021

Dear Applicant,

Thank you for your interest in the post of DAHA Training and Project Officer. The closing date for completed application forms is Monday 8th February 2021 at 9am. To apply, please send your CV and a supporting statement that speaks to the job description and selection criteria for this post.

Please submit your CV, supporting statement and diversity monitoring form by email to admin@standingtogether.org.uk. When received, a confirmation of receipt will be sent. Please ensure that you receive a confirmation email as we are unable to accept applications submitted after the deadline of Monday 8th February at 9am.

If you are shortlisted for interview, we will contact you by email or telephone and notify you of the interview date. Interviews will be held virtually via Zoom on Friday 12th February 2021.

Appointment will be subject to receipt of two satisfactory references. We will speak to you before we would contact your references.

If you would like to have an informal conversation about the post, please phone Rebecca Vagi at Standing Together on 020 8748 5717.

Please advise date you are available to start work.

Please find attached/enclosed the following:

1. Job Description
2. Selection Criteria
3. Equality Statement
4. Diversity Monitoring Form
5. Information about Standing Together
6. Job Applicant Privacy Notice

We look forward to receiving your application.

Yours faithfully

Guddy Burnet
Chief Executive

Phone: 020 8748 5717

Email: admin@standingtogether.org.uk
www.standingtogether.org.uk

Fax: 020 8748 5921

Room 44D, 4th Floor, Polish Centre, 238-246 King Street, London W6 0RF

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