# Finance Administrator - Brighton Permaculture Trust

Thank you for your interest in this post, we look forward to hearing from you.

Please fill in the personal details section and the three sections that follow, and email your completed application and CV to [admin@brightonpermaculture.org.uk](mailto:admin@brightonpermaculture.org.uk) by **5pm Friday 21 May 2021**.

Interviews for the post will be held **1 June 2021**

Please refer to the essential and desirable competencies for this role, and to the job description.

Give examples of previous experience where you have demonstrated those competencies and skills.

Throughout the application please include all relevant information, whether obtained through formal employment or voluntary/leisure activities. Information can be presented in bullet points or sentences. Use as much space as you need but be concise and accurate.

### Personal details

Name:

Email address:

Daytime phone number:

### Why do you want this work?

*Give some details about your current situation and motivation for applying for the work.*

### Skills, abilities and experience

*Describe your work history, skills and experience and how you feel they are relevant to this role.*

### Why do you believe you are suitable for this role?

*Please use this section to demonstrate why you think you are suitable for the post.*

### References

*Please give the details of two references that will be able to support your application.*

**Referee 1:**

Name:

Relationship to you:

Postal address:

Email address:

Daytime phone number:

**Referee 2:**

Name:

Relationship to you:

Postal address:

Email address:

Daytime phone number:

Please email your completed application with your CV to [admin@brightonpermaculture.org.uk](mailto:admin@brightonpermaculture.org.uk) by **5pm 21 May 2021**