

Dear Candidate

Application Pack

Thank you for requesting an application pack for the post of Employment Advisor. The pack contains information on the job and the Working for Wellness employment project. Please note that this is a new post and will be part of a project initially funded by the PCT for twelve months. I have also included guidance on completing the application form. **We do not accept CVs in place of the application.**

We mark all applications against the Person Specification so it is essential that you address each of the points and give examples. Applications that are clearly written and stick to the format requested using clear examples are likely to be marked high.

Please note that the closing date for receipt of applications is **Monday 8 February, 1pm**, after that no further forms will be accepted. Emailed applications **will** be accepted but if you are shortlisted you will be asked to sign your application before the interview.

If you would like any information on the Trust or would like to discuss the role in more detail please call me on 020 7613 0045 or email helen@wwtrust.co.uk.

Many thanks again for your interest.

Yours faithfully

Helen Forster
Director