

## Application Form

### Role: Production Coordinator

Thank you for applying for this role at Ps & Gs Church. Please read through the whole form before completing it. If you require a paper copy of this form, or assistance with completing it, please do not hesitate to get in touch.

#### Personal details

Full Name (including middle names) \_\_\_\_\_

Known as (if different) \_\_\_\_\_

Email address \_\_\_\_\_

Postal address \_\_\_\_\_

Postcode \_\_\_\_\_

Phone number \_\_\_\_\_

Alternative phone number \_\_\_\_\_

How did you hear about this job vacancy? \_\_\_\_\_

If successful, when could you start working for us? \_\_\_\_\_

#### Right to work in the UK

All applicants for this role must be able to prove they have the right to work in the UK.

Please confirm that you already have the right to work in the UK      Yes      No

## Employment History

Only fill in the following section if the information required is **not** on your CV.

Please list current/most recent employment first.

Name of employer (current/most recent) \_\_\_\_\_

Job title \_\_\_\_\_

Dates of employment (from-to) \_\_\_\_\_

Key duties and responsibilities

Name of employer \_\_\_\_\_

Job title \_\_\_\_\_

Dates of employment (from-to) \_\_\_\_\_

Key duties and responsibilities

Name of employer \_\_\_\_\_

Job title \_\_\_\_\_

Dates of employment (from-to) \_\_\_\_\_

Key duties and responsibilities

## Education, qualifications and training

Only fill in the following section if the information required is **not** on your CV. Most recent qualifications first.

### Further/higher education

Institution(s) \_\_\_\_\_

Year(s) of attainment \_\_\_\_\_

Qualification(s) attained

### Secondary education

School/college(s): \_\_\_\_\_

Year(s) of attainment: \_\_\_\_\_

Qualification(s) attained

### Details of relevant training

## **Application questions**

Personal statement (up to 400 words) – please include:

- your reasons for applying
- how you meet the criteria for this role
- what most excites you about working at Ps & Gs

Please describe a time when you overcame a serious sound engineering technical issue. What happened and how did you resolve it?

Tell us how you would approach leading and developing production skills in an already established group of volunteers.

## Ps & Gs vision

Ps & Gs is a vibrant and active evangelical church. Our vision is that **we are called to be whole life disciples, sharing the whole of the gospel, with the whole of society, through churches of grace.**

## Occupational Requirement

An Occupational Requirement applies to this role in terms of the Equality Act (part 1, schedule 9). This post requires the post-holder to be a practicing Christian.

Please share your testimony and Christian journey (up to 300 words) – please include:

- how you became a Christian
- how do you sustain yourself spiritually
- your current church involvement

Please tell us about your sense of God's calling into this role

### **Final question**

As a staff team we take our faith and our work seriously, but we don't take ourselves too seriously. What is the most outrageous thing you have ever done? (sinful or righteous!)

## References

### Referee 1

First and last name \_\_\_\_\_

Organisation \_\_\_\_\_

Relationship to you \_\_\_\_\_

Email address \_\_\_\_\_

Contact number \_\_\_\_\_

Can we contact them before interview?      Yes      No

### Referee 2

First and last name \_\_\_\_\_

Organisation \_\_\_\_\_

Relationship to you \_\_\_\_\_

Email address \_\_\_\_\_

Contact number \_\_\_\_\_

Can we contact them before interview?      Yes      No

## Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in my dismissal.

Applicant Signature: \_\_\_\_\_

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

## What next?

Please email your completed and signed form and your CV to: David Shanks  
([david@psandgs.org.uk](mailto:david@psandgs.org.uk))

We will be in touch to acknowledge safe receipt and to tell you the next steps.

## Reasonable Adjustments

If you are shortlisted for interview, we will ask you to inform us of any reasonable adjustments (e.g. for accessibility etc) we can make to help you in the next stages of the recruitment process.