

May 2021

Dear Applicant

Re: Employment Support Officer – Getting Ready for Employment and Training (GREAT) Project

Thank you for your interest in the above post. Please find enclosed:

- Job Advert
- Job Description & Person Specification
- Application Form
- Equal Opportunities Monitoring Form
- Right to Work in the UK Questionnaire
- Recruitment Data Privacy Notice

The closing date for applications is **Monday 14th June 2021 at 4pm**. Interviews will be held on **Tuesday 22nd or Wednesday 23rd June 2021**. We do not acknowledge receipt of applications but we will write to you at the shortlisting stage.

You can submit your application form electronically via e-mail to recruitment@valonline.org.uk, alternatively you can post your application form to the address at the top of the page (please ensure you apply the correct postage).

Good Luck

Yours sincerely



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