**PROJECT OFFICER (PERMANENT GRASSLAND)**

**APPLICATION FORM**

|  | Personal Details |
| --- | --- |
| Full name |  |
| Address inc post code |  |
| Previous address |  |
| Home tel no |  |
| Mobile tel no |  |
| Email address |  |

**Qualifications (A-Level / Tertiary level / Professional)**

|  |  |
| --- | --- |
| **Qualification title** | **Grade obtained (or anticipated) / year** |
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|  |  |

**CAREER HISTORY**

Please enter detail of your career history, beginning with your present or most recent position.

| **Company** | **Job title / period held (mm/yy to mm/yy)** | **Achievements and duties** | **Salary** |
| --- | --- | --- | --- |
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**ESSENTIAL CRITERIA**

In no more than 300 words for each criterion, please demonstrate how you meet the essential criteria through recent (within the last 5 years) experience. Please provide specific examples (examples of experience gained on student placement or activities outside work are also welcome).

| 1. Awareness / understanding of diverse grassland production systems |
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| 2. Good understanding of the agri-food industry |
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| 3. Solid organisational skills including attention to detail and multitasking skills. |
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| 5. Good interpersonal and persuasive skills |
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| 4. Excellent written and verbal communication skills including social media (Please provide specific examples)*.* |
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| 6. Strong working knowledge of Microsoft Office. (*Please give specific examples to demonstrate this)* |
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**DESIRABLE CRITERIA**

| 7. Experience of Project Management. (Please provide specific examples clearly setting out the role you played, the contribution you made, and the outcome achieved) |
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**Driving Licence:** Do you have a full valid driving licence? Yes / No\*

\* Please delete as appropriate.

**Referees:** Please provide details of 2 referees whom we may contact in relation to your application.

It is preferable that one referee is your present or most recent employer. Referees will not be contacted until interviews are completed and an offer of appointment is made. Referees should not be related to you.

| Name, company and position | Capacity in which known to the candidate (work colleague, friend etc) | Contact details (preferably email and mobile) |
| --- | --- | --- |
|  |  |  |
|  |  |  |

I declare the above information to be complete and true to the best of my knowledge.

I have personally completed the application form.

SIGNED : .................................................. DATE : ……..………………..

Thank you for completing this application. Please return either by email to:

[jason@agrisearch.org](mailto:jason@agrisearch.org) or by post to:

Jason Rankin

General Manager

AgriSearch

Innovation Centre

Large Park

Hillsborough

County Down

BT26 6DR

**Completed application forms must be received no later than 2pm on Monday 9th December 2019**

Please note that as part of the recruitment process AgriSearch needs to gather personal information as supplied by you and / or third parties, such as referees, relating to your application. This information will be used in connection with making a decision in regard to your suitability for employment, and if successful will be used to form your personnel record. This information will be retained for the duration of such employment. If you are unsuccessful the information will be retained for as long as deemed necessary.