

**Application Form**

**European Association for Cancer Research (EACR)**

**Membership Coordinator**

**How to submit your application**

* Complete this form in full and email it to [Jacqueline.Pochin@eacr.org](mailto:Jacqueline.Pochin@eacr.org) before the deadline of 12:00 pm (noon) on Monday 13 May 2024. We will confirm the safe receipt of your email.
* No additional documents should be submitted: CVs and testimonials are not required.
* Please submit in Word format (do not convert to PDF).

**Section 1: Your Details**

|  |  |
| --- | --- |
| Date of submission |  |
| First name |  |
| Surname |  |
| Address |  |
| Telephone |  |
| Mobile telephone |  |
| Email |  |

**Section 2: Recruitment Source**

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| **Where did you learn of this vacancy?** |

**Section 3: Cover letter**

Please set out why you would like to work for the EACR and why your experience and qualifications equip you for the role. Use examples from your own experience to demonstrate why you would be a good fit for this role. **Please do not exceed 750 words.**

**A note about using generative AI:** We welcome you using generative AI tools such as ChatGPT to help plan and edit your cover letter, but please note that we want to hear about you in your own words.

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**Section 4: Previous Employment**

**4a: Present/Last employer**

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| --- | --- | --- | --- | --- | --- |
| Name and address | Date started | Date left | Salary/wage | Notice period | Hours |
|  |  |  |  |  |  |
| Position held and brief description of duties: | | | | | |
| Reason for leaving/wanting to leave: | | | | | |

**Previous employment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name and address of employer | Date started | Date left | Salary/wage | Notice period | Hours |
|  |  |  |  |  |  |
| Position held and brief description of duties: | | | | | |
| Reason for leaving: | | | | | |

**Previous employment**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name and address of employer | Date started | Date left | Salary/wage | Notice period | Hours |
|  |  |  |  |  |  |
| Position held and brief description of duties: | | | | | |
| Reason for leaving: | | | | | |

**Section 5: Education and Publications**

**Further/Higher Education**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Institution | Start date | End date | Examinations / qualifications | | | |
| Year | Type | Subject(s) | Grade |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**Secondary education (11-16)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Institution | Start date | End date | Examinations / qualifications | | | |
| Year | Type | Subject(s) | Grade |
|  |  |  |  |  |  |  |

**Training**

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**Section 6: Referees**

Your present or most recent employer should be your first referee.

**We may contact your referees before interview. Please specify if you do not wish us to do so.**

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| **Reference 1**  Name:  Address:  Job title:  Telephone number:  Email: |
| **Reference 2**  Name:  Address:  Job title:  Telephone number:  Email: |

**Section 7: Criminal Records Disclosure**

On being invited to attend an interview, we will ask shortlisted applicants to complete a disclosure form relating to criminal convictions which are not yet spent under the Rehabilitation of Offenders Act 1974.

You do not need to complete a disclosure form until you are invited to interview.