

July 2019

Dear Applicant

Textiles & Drama Technician - The Weald School

I have pleasure in providing an application form in respect of the above vacancy at The Weald School, together with some information about the posts advertised and the school.

We look forward to receiving your completed application form and letter of application. In this letter you should indicate how your experience to date equips you for this post at The Weald. We are seeking to appoint someone who is flexible and adaptable and works well as part of a creative team. Please refer to the job description when writing your letter. Please note that an application form must be completed for this post. A CV may be sent in addition to, but not instead of, your application form.

The closing date for receipt of completed application forms is 10am on **Monday 15 July 2019**, and interviews will be held on **Friday 19 July 2019**. Please note that due to limited resources at the school, we will only contact you if you have been shortlisted for interview.

Please also note that it is our policy to take up references for all shortlisted candidates prior to interview. You must indicate on the application form if you do not want us to contact your current employer at this stage.

You should email your completed application form to jobs@theweald.org.uk, or send by post to me at the school address below. If you have any specific questions about the post, please forward them to the above email address and your query will be directed to the appropriate member of staff.

Yours sincerely



Kate Truss
Business Manager