

Applying for a post at East Park

We often get a very high number of applications for advertised posts – taking the time to complete your form as fully as possible can make all the difference when it comes to reaching the interview stage.

Here are some general tips to consider when applying:

- Use the correct job title when completing the form – that way it will be directed to the correct hiring manager.
- Make sure you complete all sections
- It's helpful to know some detail about your qualifications – sometimes, we are looking for transferrable skills and it makes a difference if we know a little bit more about your learning. For example, if you have an SVQ, what level is it and what subject is it in? If you have a Masters degree, what was your dissertation title?
- Make sure you tell us about other training – professional development is a crucial part of all jobs at East Park, and a willingness to undertake training, even in unrelated fields, is essential.
- Wherever possible, give us as full a career history as possible – we understand that candidates may have employment gaps too, and if you have taken time away from work to focus on caring responsibilities, that's valuable life experience too.
- Your personal statement is very important. What makes you a good fit for East Park, and why do you want to work here? This is the place to tell us about parts of you that aren't covered in the rest of the form. If you have personal knowledge of Autism or complex additional support needs, tell us. Also think about the word length – shortlisting managers don't want to read a thesis, but if you genuinely want us to employ you, tell us why we should.
- Please complete the final sections honestly. Any job offer is subject to the receipt of a satisfactory PVG check and references. It is better to be open about potential issues from the outset.
- Check your form! Run it through a spelling and grammar check or ask someone to read it through first.
- Submit it as soon as it's finished. We cannot consider late applications.

In line with Safer Recruitment, and East Park's Recruitment and Selection Policy, any incomplete applications will not be considered.