

Beech House
28 – 30 Wimborne Road
Poole
BH15 2BU

18 December 2018

Dear Enquirer,

Post of: Chief Executive (Bournemouth and Poole CVS)

Closing Date: Sunday 3 February 2019 at 12 noon

Interview Date: Friday 8 February 2019

Thank you for your interest in the above post. Please find attached the following information:

- Candidate Information Pack
- Application form/monitoring form

References and other checks will be taken up for the successful candidate.

If you would like to apply for the post, please complete the application form and return it by the above closing date. Please do not submit CV's, these will not be considered.

It is not our policy to reply to every applicant. If you do not hear from us by Thursday 7 February 2019 you will not have been selected for interview but please accept our thanks for your application.

If you have any queries about the post, please do not hesitate to contact either of us.

Yours faithfully,

Pauline Sharp (Chair, Poole CVS) sharpcareconsultancy@gmail.com
Hazel Walker (Chair, Bournemouth CVS) hazel.cvs@outlook.com