

Guidance to candidates applying for our Project Development Officer post April 2022

In the first instance we ask you to complete the online application form.

We will use this to carry out shortlisting soon after the deadline at noon on Thursday 14th April.

Outcomes will be sent as soon as possible by email.

Candidates who are invited through to the next stage of the recruitment process will be asked to provide a cv and cover letter with any additional information to help us in decision making.

The final shortlisted candidates will be invited to attend an interview, possibly on Zoom with a panel including a Trustee (this may be outside normal office hours. Please let us know in the application form if this could present a problem).

The interview will take place on Tuesday 19th April.

For the successful candidate we would like the starting date to be no later than 30th April 2022 with a fixed term of 3 months.

If you have any questions, please contact Annie Clewlow by email:
manager@communicareinsouthampton.org.uk or call 07857 650707