



Application Form

Membership is FREE



About You		Surname		Forenames		
<input type="text"/>		<input type="text"/>		<input type="text"/>		
Age						Gender (M or F)
<input type="text"/>						<input type="text"/>
Address (current)	House No. / Name & Street			Suburb / Village		
	Town / City			County		
Postcode	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Telephone No.
E mail	<input type="text"/>					

About your former job:						
Date employment ceased - dd/mm/yyyy				<input type="text"/>	<input type="text"/>	<input type="text"/>
				<input type="text"/>	<input type="text"/>	<input type="text"/>
Profession	<input type="text"/>			Position held	<input type="text"/>	
Did you receive outplacement? (YES/NO)			<input type="text"/>	Where did you learn about Careers Springboard?		
How many times have you been made redundant (include now if reason for joining)?			<input type="text"/>	<input type="text"/>		

Declaration			
<input type="checkbox"/> I have read and accept the CAREERS SPRINGBOARD WEST BERKSHIRE Charter - see separate sheet. <input type="checkbox"/> I also agree to any of the above personal details being processed on computerised records. We use your personal data only for keeping you informed (e.g. via weekly emails, handouts, details of meetings etc.) and for consolidation into anonymised statistics for reporting and fund raising purposes. It is not shared with any third party and will be deleted two years after you leave CSWB, unless you inform us otherwise. If you do not tick this box, then we are unable to send handouts or communicate details or changes of programme with you. You can read the full details on our privacy policy at www.careerswestberks.org.uk/info/privacy.htm .			
Signature	<input type="text"/>		Date
	<input type="text"/>		<input type="text"/>

Thank you for completing this form. Please hand it in or scan & email to membership@careerswestberks.org.uk

After processing your registration, you will receive a 'Welcome Package' containing documents or links to:

- Charter and Services - what we can offer you and what we expect from you
- Advice for new joiners – getting started on job hunting and how to get the best out of Careers Springboard
- Getting Started – handout from our first meeting of the programme, since you will probably join us mid-session
- My Ego Planning – a template to assess your strengths and to help you prepare a CV and plan for interviews
- CV Guide – a guide to writing CVs, including 101 Action words
- A volunteer list – indicating their specialities and how to contact them

Your main ways of contacting us is via enquiries@careerswestberks.org.uk. For admin matters or if you want to chase up late or missing content, please send your email to membership@careerswestberks.org.uk

Important: Any advice, information or assistance is given or offered by Careers Springboard West Berkshire free of charge and in good faith. No liability whatsoever will accrue to Careers Springboard West Berkshire or any person acting on its behalf for any loss or damage suffered or alleged to have been suffered by any person as a result of such advice, information or assistance.