

Head Office - Aston
359-361 Witton Road
Aston
Birmingham
B6 6NS

Tel: 0121 250 0777
Email: info@bsettlement.org.uk
www.birminghamsettlement.org.uk

Date as postmark

Dear Applicant

Shop Manager - Sutton

Thank you for your enquiry about the above post, please find enclosed:

- Job description
- Application form and equal opportunities monitoring form. (The application form must usually be used. However, if you have a disability which prevents you from being able to use it please contact us to arrange an alternative method of application)

More information about the Settlement can be found at – www.birminghamsettlement.org.uk

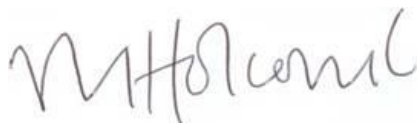
Please return your application and equal opportunities forms to the HR team (Faxes and CV's will not be accepted) at the address above or by email to recruitment@bsettlement.org.uk

The post will close once a successful candidate is appointed. Application forms, which arrive after this time, will not be put forward to the selection panel.

Interview dates are to be confirmed.

We do appreciate the time and effort candidates spend in completing their applications but as a registered charity with scarce resources we will reply only to those candidates whom we shortlist. Therefore, if you have not heard from us within four weeks of the closing date I regret your application has been unsuccessful.

Yours faithfully



Martin Holcombe
Chief Executive