

**The County Antrim & District Football Association**

**ASSOCIATION SECRETARY**

Please complete this form electronically and send it together with your CV to secretary@countyantrimfa.org by 5pm on 30th May 2018 (late applications will not be accepted)

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| --- |
| Personal Data |
| Last Name |  |
| First Names |  |
| Gender | Male / Female |
| Date of Birth |  |

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| --- |
| Contact Details |
| Email |  |
| Mobile Phone |  |
| Home Address |  |
| Date of Birth |  |

| Career (in football or other voluntary organisation) |
| --- |
|  | Description | Date (from and to) |
| Current positions  |  |  |
| Previous positions |  |  |

| Professionals career |
| --- |
|  | Description | Date (from and to) |
| Current positions  |  |  |
| Previous positions |  |  |

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| --- |
| Other relevant professional background |
|  | Description | Date (from and to) |
| Current positions  |  |  |
| Previous positions |  |  |

In 300 words or less, please describe below how you meet each of the criteria.

| Good verbal and written communication skill (300 words or less) |
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| A sound knowledge of Association Football within Northern Ireland (300 words or less) |
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| Able to dedicate sufficient time to adequately perform the various duties which vary from high demand in specific months to low demand in others (300 words or less) |
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| Problem solving and decision making skills (300 words or less) |
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| Ability to deal with a wide range of stakeholders with different views(300 words or less) |
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| Be computer literate and skilled in the MS Office Suite (300 words or less) |
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| Ability to work from home with internet access (300 words or less) |
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| --- | --- |
| Do you hold any elected, remunerated or appointed position within Association Football?. | YES/NO |
| If yes, please confirm that you will relinquish that role if successful after interview? | YES/NO |

| Do you hold any elected, remunerated or appointed position within Association Football?. |  |
| --- | --- |
| If yes,  |  |