Bristol Refugee Rights

 St Paul’s Learning Centre

 94 Grosvenor Road

 Bristol BS2 8XJ

 **Tel: 0117 914 5480**

BRISTOL REFUGEE RIGHTS www.bristolrefugeerights.org

Safety – Solidarity – Action for Change info@bristolrefugeerights.org

3rd April 2019

Dear Applicant

**Finance Manager**

Thank you for interest in this post. The application pack contains

1. Job description
2. Person Specification
3. Application Form, with Equal Opportunities Monitoring Form

Please complete and return the application form and equal opportunities monitoring form.

Please give examples to illustrate each point in the application form where possible. Applications can be submitted in hard copy or by email to the address given at the end of the form by Tuesday 30th April at 5pm. Email applications will be acknowledged. Late applications unfortunately cannot be considered.

We hope to hold interviews week commencing 20th May 2019. Please confirm when submitting your application form whether you have any availability restrictions during that week.

If you would like any more information about the role please contact the office on 0117 914 5480 (Tuesday – Friday) or info@bristolrefugeerights.org.

Sally Jones

Office Manager