

Application form

Ref (office use only) HES

Please use this application form for all vacancies at the Centre for Sustainable Energy.

If you need this form in an alternative format, please get in touch by sending an email to jobs@cse.org.uk. Completed forms can be returned to us by email or post (contact details below).

If you send your application by email, you should receive an acknowledgement from us. If not, please get in touch.

The details given here will be held in confidence. As part of our Equality, Diversity, and Inclusion policy, the first page will be detached on receipt. This information will not be used when shortlisting candidates.

Please note that, if invited to an interview, we will ask for **evidence of the Right to Work in the UK**.

If filling this form in by hand, please use black ink.

1) Job title of the post you are applying for

Head of Retrofit

2) Where did you hear about this role?

3) Personal details

Name

Address

Phone

Email

4) I confirm that I have provided the correct information to support my application.

Signed

Date

5) Education, training, and qualifications (add more rows if required)

Education level	Full or part time	From/to	Qualifications (please give details of relevant aspects of course if not clear)

6) Membership of professional bodies (by examination and date of admission, where appropriate)

7) Other professional or management training, short courses etc.

	Date
	Date
	Date

8) Do you hold a current full driving license?

Yes <input type="checkbox"/>	No <input type="checkbox"/>
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9) Previous employment

Please provide details of your previous employment, starting with your current or most recent position. If filling out this form by hand, continue on another sheet if necessary.

Name and address of employer	Job title and key tasks (please be brief)	From/to	Reason for leaving (optional)

10) Current Salary (optional)

£

11) Personal statement

Using the job description and person specification as your guide, please indicate how your skills and experience make you a good fit for this post. Please limit your statement to 500 words.

12) Referees

Please provide the names of two people who can act as referees. They will not be approached without your permission.

Name	Position	Address, phone number and email, if available

Please make sure you sign the declaration on page 1 of this application form.

The closing date for applications is **17:00 on Friday 12 September 2025**.

If short-listed for interview, are you able to attend

☐ **Wednesday 17 September 2025.**

Your interview will consist of a series of questions assessing your skills, knowledge, and overall suitability for the role. Some of our roles require a presentation and/or task to assess your skills. If invited to interview, we'll let you know if you'll be required to complete either, prior to the interview.

Return this form by email to jobs@cse.org.uk.

Or by post to: Centre for Sustainable Energy, St James Court, St James Parade, Bristol BS1 3LH

- If you have been shortlisted, we will contact you to arrange an interview at a convenient time.
- If you do not hear back, please assume that your application has been unsuccessful.
- Interviews will take place at our offices in Bristol.