



May 2017

Dear Applicant

**Adult Support Worker – 26 Hour Post**

Thank you for showing an interest in applying for the above post with Renfrewshire Carers Centre.

As requested, please find enclosed, an Application Pack which you are encouraged to complete and **return to us as soon as possible but before the deadline of Tuesday 23<sup>rd</sup> May at 12.00pm**. Please note CV's are not accepted.

**Please mark your envelope/e-mail:**

***Strictly Private and Confidential***

***For the Attention of Tracy Wallace Or e-mail to [enquiries@renfrewshirecarers.org.uk](mailto:enquiries@renfrewshirecarers.org.uk)***

If you require an application pack in an alternative format, please contact us on 0141 887 3643 or email [enquiries@renfrewshirecarers.org.uk](mailto:enquiries@renfrewshirecarers.org.uk).

Interviews will be held PM on Wednesday 31<sup>st</sup> May. The interview panel will be Maureen Fisher, Advocacy Coordinator, Maureen Caldwell, Chairperson and Allan Mair from Renfrewshire Health and Social Care Partnership. If your application is successful, you will be notified before that date **via email**.

If you haven't heard by this date unfortunately you have been unsuccessful with your application.

Please note that all applicants attending for interview will be required to complete a *Criminal Conviction Declaration Form*. The preferred candidate will be subject to a criminal conviction check through the *Protection of Vulnerable Groups (PVG) Scheme* / relevant level of disclosure, satisfactory references and health check.

May we take this opportunity to thank you for your interest in the post of Adult Support Worker and wish you success in your application.

Yours faithfully

*Maureen Fisher*

**Maureen Fisher  
Advocacy Coordinator**