**Matt’s Gallery**

6 Charles Clowes Walk, London SW11 7AN

t (020) 8067 3842 e info@mattsgallery.org

**ARTISTS AND EXHIBITIONS ASSISTANT 2023 APPLICATION FORM**

**PERSONAL DETAILS:**

SURNAME: .............................................. FIRST NAME:.......................................................

PRONOUNS: ...........................................

ADDRESS: ..................................................................................................................................................

..................................................................................................................................................

..................................................................................................................................................

POSTCODE: ...............................................

TEL: ..............................................................................................................................

E-MAIL: ...................................................................................................................................

**WHY ARE YOU INTERESTED IN THIS ROLE AT MATT’S GALLERY** (250 words max)

**HOW DO YOU MEET THE CRITERIA SET OUT IN THE PERSON SPECIFICATION FOR THIS POST?** (500 words max.)

**EDUCATION HISTORY:** Please give details of your education history, courses, qualifications or professional development courses.

**EMPLOYMENT HISTORY:** Please give details of your employment history, starting with your current or most recent role.

**WHAT ARE YOUR OTHER INTERESTS?**

**PLEASE GIVE DETAILS OF YOUR COMPUTER LITERACY**

Please list platforms, software and programmes you are familiar with.

**REFERENCES:** Please give two references, one of whom should be your present or most recent employer or academic reference

Name:........................................................... Name:..............................................................

Position:........................................................ Position:.........................................................

Address:........................................................ Address:...........................................................

..............................................................…… ..........................................................................

Postcode:..................................................... Postcode:.........................................................

Daytime Tel:................................................. Daytime Tel:...................................................

Email………………………………………….. Email…………………………………………..

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed:....................................................... Date:................................................

# Do you have any special requirements should you be asked to attend interview? Y / N

**Please submit your completed Application Form along with your CV, a covering letter and Equal Opportunities Monitoring Form to** **info@mattsgallery.org** **using the subject line Artists and Exhibitions Assistant Application.**

**The deadline for applications is 11:59pm on Sunday 11 June 2023.**

**We will aim to interview candidates W/C 10 July 2023.**