



Huddersfield Town Foundation Chief Executive Officer

How to Apply

Thank you for your interest in the position of Huddersfield Town Foundation Chief Executive Officer. Before you compose your application, please read this document to ensure that, as far as possible, you are able to tailor your submission to meet our requirements.

To help you prepare your application, the following documents are also provided:

- Advertisement
- Welcome letter from Julian Winter, Huddersfield Town AFC Chief Executive
- Job description and person specification

To apply for this role, you must send your CV and a covering letter to jobs@htafc.com by **12 noon on Monday 8th October 2018**.

We receive a high volume of applications for our vacancies therefore please ensure that your covering letter and CV:

- Are concise
- Are tailored for the requirements of the role
- Are accurate in terms of content and presentation
- Are submitted by the specified deadline
- Clearly express your own expectations of salary and/or any other terms and conditions of employment
- Highlight any factors that you would like us to take into account, for example, if you have a disability or health condition that may require us to make reasonable adjustments in accordance with the Equality Act 2010

In the first instance applications will be assessed against the essential and desirable criteria for the role, as detailed on the person specification. As it is not feasible to invite all applicants to interview, we reserve the right to apply additional criteria to the initial short-listing process in the event that there is a high volume of applicants who, on paper, appear to meet the published criteria.

We will only provide feedback to candidates who are invited to interview; therefore, if you are unsuccessful at short-listing stage we will not be in a position to provide feedback on your application.



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Twitter: @htafcdotcom / Facebook: htafcdotcom / Company Number: 1771361

For information about the Huddersfield Town Foundation please visit our website:
www.htafcfoundation.com

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