A guide to how 17c and 17j Practices can advertise vacancies

Template

|  |  |
| --- | --- |
| **Organisation information** | |
| Organisation name |  |
| Our values |  |
| About Us |  |
| Working with us |  |
| **Contact information** | |
| Address |  |
| Post code |  |
| Telephone |  |
| eMail |  |
| Website |  |
| **Content** | |
| Job Ref No |  |
| Title |  |
| Closing date |  |
| Description |  |
| Short description |  |
| Who we’re looking for |  |
| **Additional information** | |
| Vacancy type |  |
| Permanent Y / N |  |
| Full time / Part Time |  |
| Duration |  |
| Hours of work |  |
| **Contact details** | |
| Name |  |
| eMail |  |
| Phone |  |