JOB PACK COVER PAGE FOR POST OF

Project Co-ordinator

The Job Description Pack includes:

1. This Cover Sheet
2. Job Description
3. Application Form
4. Equal Opportunities Monitoring Form

Where and when to send your application.

Deadline for applications by email – **9am on Thursday 22nd September 2022.**
Please send to:

- jobs@asianartsagency.co.uk
- For the attention of:
  Jaswinder Singh, Asian Arts Agency, Royal Oak House, Royal Oak Avenue
  Queen Square, Bristol, BS1 4GB.

Please mark “Project Co-ordinator” application” in subject for emails.

Please note, you are responsible for ensuring that your application reaches us on time and for following up to confirm that we have received your application.

Short-listed candidates will be contacted by **6pm on Friday 23rd September** and invited to attend an **interview on Tuesday 27th September in Bristol.**
Unfortunately we are unable to contact applicants not short-listed for interview.