

NATIONAL STEM CENTRE

eLibrary Co-ordinator

Response Instructions

Please send

- an up to date CV;
- a covering letter explaining your interest in the post and giving names and contact details of two referees; and
- a completed equal opportunities monitoring form

To: Caroline Ward, Private and Confidential
National Science Learning Centre
University of York
York, YO10 5DD

to arrive no later than 10am on 1 March 2010. Applications may be emailed to hr@national.slcs.ac.uk quoting Ref: elc0210 Applications can also be faxed to 01904 328328.

For a confidential discussion about this opportunity please contact: Jenifer Burden,
National STEM Centre Director: tel 07792 776658, e-mail j.burden@nationalstemcentre.org.uk

The timetable will be:

- Advertisement w/c 8 February 2010
- Closing date 10am, 1 March 2010
- Shortlisting by w/b 1 March 2010
- Final interviews w/b 8 March 2010

If you have not received confirmation of an interview by 5 March 2010 please consider your application as not successful and thank you for your interest in the National STEM Centre.

Any offer of employment will be made on the assumption that all information you have provided, whether in writing or orally, is true and accurate. We reserve the right to check the accuracy of information and, if necessary, withdraw or amend the offer if information is found to be inaccurate.