



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 – **9.30 a.m. on Monday 31st January 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 **Tuesday 1st February 2021** and invited to attend an **interview on Thursday 3rd February in Bristol**. Unfortunately we are unable to contact applicants not short-listed for interview.