January 2020

Dear candidate

### Islington and Shoreditch Housing Association (ISHA)

Thank you for your interest in this exciting opportunity we have with Islington and Shoreditch Housing Association (ISHA). I enclose the information you will find helpful in completing your application. To apply please can you:

* complete your name and contact details in Section1 of the Application Form. Also complete the monitoring information in Section 3 of the Application Form, as well as Sections 7 and 8.
* upload an up-to-date CV which includes your contact details, education and vocational qualifications and memberships of professional bodies, career history with any breaks explained and two professional references, one of which is your current or most recent employer (references will not be taken up without permission);
* write a brief supporting statement setting out why you think you are the right candidate for the job. The information in this statement and the way in which it is presented will form a key element of the shortlisting process;
* let us know if you cannot make any of the assessment or interview dates.

Applications must be received by 10am on 3 February 2020. Interviews will be held at times to be confirmed on Friday 14 February 2020

We look forward to hearing from you and hope that you decide to apply.

Kind regards,

### Judith Leigh

### Head of People and Organisational Development