



**Girton College** Cambridge  
HR Department

November 2020

Dear Applicant

**Assistant Librarian – Maternity Cover**

Thank you for your response to the advertisement for the above vacancy.

To apply, please submit a CV and covering letter to [recruitment@girton.cam.ac.uk](mailto:recruitment@girton.cam.ac.uk)  
Should you wish to check on your application then please email [recruitment@girton.cam.ac.uk](mailto:recruitment@girton.cam.ac.uk)

Please note: The College has a responsibility to ensure that all employees are eligible to live and work in the UK. If you are successful in your application then any offer of appointment cannot be confirmed until pre-employment checks have been satisfactorily completed. This will include a working status check, for which you will be asked to provide appropriate documentation.

We would be grateful if you could also complete an Equal Opportunities Monitoring form. However, this is voluntary and not compulsory.

Thank you, once again, for your interest in employment with Girton College and I look forward to hearing from you.

Yours faithfully

HR Department  
Girton College