



# ncg employment information

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## How to Apply

Applying for a role at NCG Media Ltd couldn't be easier.

When applying, please remember:

- Match your skills, qualities and qualifications to the job requirements outlined in the advertisement
- Before applying check that you meet the minimum criteria for education and experience.

You may be wasting your time if you don't!

- Finally, remember that you have only one chance to prove that you're the best person for the job, so make sure that your application is as good as it can be. It could be your passport to a rewarding career. If you have any particular requirements in respect of your needs at interview (e.g. wheelchair access) or regarding the scheduling of your interview please give details with your application.

## Immigration

ncg media Ltd will only consider applications from those who already have the right to live and work in the UK, unless we specifically state otherwise in the advertisement.

## Equal Opportunities

Equality of opportunity is an essential component of all of our employment arrangements. Additionally, we aim to secure the benefits a diverse workforce can offer the company.

ncg media Ltd is committed to equal opportunities and opposes any form of unlawful or unfair, direct or indirect discrimination or harassment to employees or job applicants on the grounds of ethnic origin, race, nationality, creed, colour, gender, disability, age, sexual orientation, marital status, religion or belief or any other unjustifiable condition. We will ensure that:

- Job applicants are interviewed, selected and appointed on the basis of merit, using objective criteria
  - Give full and fair consideration to applications for employment and work experience by people with disabilities, based on an assessment of their abilities rather than disabilities and provide facilities for people with disabilities as far as reasonably practicable.
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