Trainee Solicitor Application Form

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**Personal Details**

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Forename (s)       Title

Surname       Middle initials

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Home address

(Include postcode)

Telephone number       Mobile number

Email address

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Address for correspondence

(if different from permanent address. Include postcode)

Dates at this address

Telephone number

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**Personal Details (continued)**

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How did you hear about this position?

Have you made a previous application to T G Baynes?
(Please include date and outcome of any previous applications to T G Baynes)

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**Education**

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**Secondary Education**

List details of GSCE or equivalent subjects, A/S and A Level subjects.

|  |  |  |  |
| --- | --- | --- | --- |
| **Secondary School/College etc.** | **Qualifications obtained** | **Subject** | **Grade** |
|       |       |       |       |
|       |       |       |       |
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**Education (continued)**

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**Undergraduate Education**

University/College

Title of Course

Dates of Attendance

Result       Expected/Achieved

Please list below the result achieved in each subject.

|  |  |  |
| --- | --- | --- |
| **Year** | **Subject** | **Result** |
| Year 1 |       |       |
| Year 2  |       |       |
| Year 3 |       |       |
| Year 4 |       |       |

**Post Graduate Education (including LPC)**

University/College 1

Title of Course

Dates of Attendance

Electives/Subjects studied

Results       Expected/Achieved

University/College 2

Title of Course

Dates of Attendance

Electives/Subjects studied

Results       Expected/Achieved

**Work Experience**

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**Work Experience/Employment History (Legal)**

|  |  |  |
| --- | --- | --- |
| **Employer Name and Address** | **Dates** | **Job Title/Type of work (description of tasks/duties undertaken)** |
|       |       |       |
|       |       |       |
|       |       |       |
|       |       |       |
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**Work Experience/Employment History (Non-Legal)**

|  |  |  |
| --- | --- | --- |
| **Employer Name and Address** | **Dates** | **Job Title/Type of work (description of tasks/duties undertaken)** |
|       |       |       |
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**Additional Information**

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Please explain why you have chosen to apply to T G Baynes for a Training Contract.

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What do you consider you can offer T G Baynes as a Trainee Solicitor?

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**Additional Information (continued)**

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Please list any skills, experience or personal qualities you possess which you believe will support your application.

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**Other Information**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please give details of any prizes, scholarships, posts of responsibility that will support your application.

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Outline if you speak any other languages and to what level.

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Computer skills.

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Please list any hobbies, interests or travel experiences.

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What are your personal goals? (not legal)

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Have you ever been convicted of any offence in any court of the UK or elsewhere (other than a motoring offence not resulting in disqualification)?

If yes, please provide details.

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**References (Trainee Application Only)**

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All appointments are subject to satisfactory references. Please provide the name and address of two referees, one of which must be academic or a current or previous employer.

|  |  |  |
| --- | --- | --- |
| **Name** | **Address** | **Telephone Number** |
|       |       |       |
|       |       |       |

N.B. We will only apply for references once an offer of a Training Contract has been made.

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Are you eligible to work in the UK? Would you require a work permit?

If yes, please provide more information

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**Personal Data**

**In submitting this form you consent to us processing your personal data in connection with your application.**

**We will process your personal data in accordance with our privacy notice for candidates.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Please include a covering letter with your application, explaining why you should be considered for a post as Trainee Solicitor.

**Please return your completed application to** **recruitment@tgbaynes.com**

The deadline for applications for Trainee Solicitor is Friday 1st May 2020

Interviews will be held in June 2020.

We are an equal opportunities employer.