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| **Title** | **Forename(s)** | **Surname** |
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| --- | --- |
| **Address** | |
| Address Line 1 |  |
| Address Line 2 |  |
| Address Line 3 |  |
| Town |  |
| County |  |
| Post Code |  |
| Telephone Number |  |
| Mobile Number |  |
| Email |  |

Graduate Apprentice

Application Form

**Personal Information**

|  |  |
| --- | --- |
| **Term Time Address** (please specify dates at this address) | |
| Address Line 1 |  |
| Address Line 2 |  |
| Address Line 3 |  |
| Town |  |
| County |  |
| Post Code |  |
| Telephone Number |  |
| Mobile Number (if different from above) |  |
| Email (if different from above) |  |
| Dates at this address |  |

**Education**

Please list all public examinations taken, including those in which you were not successful

|  |  |
| --- | --- |
| **Secondary School** | |
| School name |  |
| Dates attended |  |

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| --- | --- |
| **GCSE** | |
| **Subject** | **Grade** |
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| --- | --- |
| **College** | |
| College or 6th Form School name |  |
| Dates attended |  |

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| --- | --- | --- |
| **AS/A Level** | | |
| Subject(s) | AS Level Grade | A Level Grade |
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**Undergraduate Education**

|  |  |
| --- | --- |
| **Details** | |
| Name of University |  |
| Month/Year Started | MM/YYYY |
| Month/Year Completed | MM/YYYY |
| Degree Undertaken |  |
| Grade/Predicted Grade |  |

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| --- | --- | --- |
| **Subject Name** | **Year** | **Result/Grade** |
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| --- |
| During your time at University, were you a member of any clubs, groups or did you undertake any extra-curricular activities. |
|  |

**Post Graduate Education**

|  |  |
| --- | --- |
| **Course 1 Details** | |
| Name of University/College |  |
| Month/Year Started |  |
| Month/Year Completed |  |
| Degree/Qualification |  |
| Grade |  |

|  |  |  |
| --- | --- | --- |
| **Subject Name** | **Year** | **Result/Grade** |
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| **Course 2 Details (if relevant)** | |
| Name of University/College |  |
| Month/Year Started | MM/YYYY |
| Month/Year Completed | MM/YYYY |
| Degree/Qualification |  |
| Grade |  |

|  |  |  |
| --- | --- | --- |
| **Subject Name** | **Year** | **Result/Grade** |
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**Skills & Achievements**

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| --- |
| **Personal attributes**  Give full details (50 words max) |
|  |

|  |
| --- |
| **Did you receive any scholarships, university awards or prizes**  Give full details (50 words max) |
|  |

|  |
| --- |
| **Which areas of law have a special interest for you and why?**  (200 words max) |
|  |

|  |
| --- |
| **Why have you applied to Mullis & Peake LLP?**  (200 words max) |
|  |

|  |
| --- |
| **Why do you want to work in an Essex based firm?**  (200 words max) |
|  |

|  |
| --- |
| **Why should you be shortlisted for interview above other applicants?**  (200 words max) |
|  |

**Legal Work Experience**

Please inform us of any relevant work experience to date

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Organisation:** | | | |
| Position | From | To | Current employer |
|  | MM/YYYY | MM/YYYY |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Organisation:** | | | |
| Position | From | To | Current employer |
|  | MM/YYYY | MM/YYYY |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Organisation:** | | | |
| Position | From | To | Current employer |
|  | MM/YYYY | MM/YYYY |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Organisation:** | | | |
| Position | From | To | Current employer |
|  | MM/YYYY | MM/YYYY |  |

**Other Work Experience**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of Organisation:** | | | |
| Position | From | To | Current employer |
|  | MM/YYYY | MM/YYYY |  |

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| --- | --- | --- | --- |
| **Name of Organisation:** | | | |
| Position | From | To | Current employer |
|  | MM/YYYY | MM/YYYY |  |

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| --- | --- | --- | --- |
| **Name of Organisation:** | | | |
| Position | From | To | Current employer |
|  | MM/YYYY | MM/YYYY |  |

**Have you ever applied to Mullis & Peake LLP before?**

|  |  |  |
| --- | --- | --- |
| For paralegal or other role | Yes | No |
| If yes, what year? | YYYY | |

|  |  |  |
| --- | --- | --- |
| For training contract | Yes | No |
| If yes, what year? | YYYY | |

**Disability**

The following section is optional and is used solely for monitoring purposes.

|  |  |  |
| --- | --- | --- |
| Do you consider yourself to have a disability? (i.e. a physical or mental impairment which has a substantial long-term adverse effect on your ability to carry out normal day to day activities) | | |
| Yes | No | Decline to answer |

**Equal Opportunities Monitoring Form**

Mullis & Peake LLP is an equal opportunities employer. The following information will only be used for equal opportunities monitoring purposes.

|  |  |  |
| --- | --- | --- |
| **Ethnic Origin / Nationality** | | |
| White | Mixed | Asian |
| Black | Other | Prefer not to say |

**Additional Relevant Information**

|  |
| --- |
| Additional information in support of your application such as hobbies, interests, gap year experience, etc.  (500 words max) |
|  |

**Declaration**

I declare that the information given on this form is true and accurate. I understand that if false information is given, my employment may be terminated.

Date: DD/MM/YYYY

Please check this box to denote your consent to the use of this form as outlined above.

Please note that the information contained in this application form will be used for recruitment purposes. If you are successful in obtaining a position it may form part of your personnel records.