

**HAZLEWOODS LLP**

BUSINESS ADVISERS & CHARTERED ACCOUNTANTS

# **TRAINING CONTRACT APPLICATION FORM**



Complete this form in blue/black ink, and if possible please keep within the confines of the form when filling in the required information.

<b>PERSONAL DETAILS</b>		
Forenames:		Surname:
Permanent address;		Term address:
Telephone:		Telephone:
Email:		Email:
Dates at this address:		Dates at this address:
<b>APPLICATION FOR</b>		
12 Month Placement: <b>Y/N</b> Summer Placement: <b>Y/N</b> Training Contract: <b>Y/N</b>		
<b>EDUCATION (School/College)</b>		
Name of School/College:		Dates from/to:
GCSE/Equivalent	Subjects	Grade
Name of School/College:		Dates from/to:
A/AS Level/Equivalent	Subjects	Grade

## FURTHER EDUCATION

Name of University: Course Title:		Dates from/to:
Year 1	Subjects	Grade
Year 2		
Year 3		
Year 4		
Degree result obtained/expected:		
Other qualifications:		Grade
Please give details of any academic scholarships, awards or prizes:		

## WORK EXPERIENCE

Dates from/to	Names of Employer/Organisation	Description of job/experience

## **PRACTICAL SKILLS**

Foreign languages and degree of fluency:

Information Technology:

## **ACTIVITIES AND INTERESTS**

Please give details of any positions of responsibility at school, university or elsewhere:

Please give details of your hobbies and leisure interests:

## ABOUT YOU

Please describe a situation where you have worked as part of a team. What was your own contribution, what did you learn and what was the outcome?

Please give an example of a challenge you faced. How did you respond and what did you learn from the experience?

Please give an example of a situation where you have had to persuade and influence others to achieve a goal:

Why have you chosen a career in accountancy and why are you applying to Hazlewoods?

And finally, who is your role model and why?

## OTHER INFORMATION

Is there any information that you feel is relevant to your application?

How did you hear about Hazlewoods?

Do you require a work permit?

Have you ever been convicted of a criminal offence? **Yes/No**

If yes please give details of any conviction on a separate sheet of paper and forward to the HR Department in a sealed envelope marked 'Private and Confidential', please include those regarded as spent under the terms of the Rehabilitation of Offenders Act 1974.

## REFEREES

Personal/Employment referee:

Name:

Address:

Telephone:

Academic referee:

Name:

Address:

Telephone:

*We will not write for references without your express permission.*

## DECLARATION

I certify that the above information is correct and I understand that any false information given may result in any offer of employment being withdrawn.

Signature:

Date:

Please return this form to:  
HR Department, Hazlewoods, Staverton Court, Staverton, Cheltenham,  
Gloucestershire, GL51 0UX