

Taylor&Emmet LLP

S O L I C I T O R S



summer 2018
work placement
application form

Return your completed application form to:

HR department, Taylor&Emmet LLP, 20 Arundel Gate, Sheffield, S1 2PP by **30 March 2018**.

personal details

Surname:	<input type="text"/>	First Name(s):	<input type="text"/>
Home Address:	<input type="text"/>	Term Address From:	<input type="text"/>
	<input type="text"/>	To:	<input type="text"/>
	<input type="text"/>	Term Address:	<input type="text"/>
	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
Postcode:	<input type="text"/>	Postcode:	<input type="text"/>
Home Telephone:	<input type="text"/>	Mobile:	<input type="text"/>
Email Address:	<input type="text"/>		

departments & disciplines

Please tick a minimum of 3 departments which you would like to be placed in.

Business legal services

- Commercial property
- Corporate finance
- Commercial litigation
- Property litigation
- Employment
- Any business legal services department

Personal legal services

- Conveyancing
- Family
- Wills, probate, tax & trusts
- Personal injury
- Clinical negligence
- Any personal legal services department

Work placements are unpaid for one week in duration during June to August. Please use the space below to detail any dates which you are unavailable to work.

education

Please list your academic qualifications in chronological order

Degree type and subjects studied at A Level & GCSE	Name of institution	Class / grade	Is the class / grade expected or obtained?

employment & work experience

Please list any employment & work experience in chronological order

Name of organisation	Dates		Position	Provide brief details & responsibilities
	From	To		

personal statement

Please use this space below as your personal statement explaining:

- Why you have applied to Taylor&Emmet for a work placement
- What you intend to achieve during your weeks placement
- Your key skills that support your application, and
- Any other relevant information that would differentiate you from the other applicants

Please use an additional sheet if necessary. You may also type your statement and attach it securely to this form.

data protection monitoring declaration

By providing the information contained within this application form you are consenting to its use for the purpose of processing your application, assessing your performance in the future (should your application be successful) and monitoring the efficiency of our recruitment and other employment procedures.

I declare that the information contained in this form is true and complete. I understand that if it is subsequently discovered that any statements are false or misleading I will be liable to have my application disqualified.

Signed:

Print Name:

Date:

equal opportunities monitoring

Title: Mr Mrs Miss Ms

Surname: First Name(s):

Gender: Male Female Date of Birth:

Ethnic Origin:	White - British	<input type="checkbox"/>	Asian or Asian British - Bangladeshi	<input type="checkbox"/>
	White - Irish	<input type="checkbox"/>	Chinese or Other Ethnic Background - Chinese	<input type="checkbox"/>
	Other White Background	<input type="checkbox"/>	Other Asian Background	<input type="checkbox"/>
	Black or Black British - Caribbean	<input type="checkbox"/>	Mixed - White and Black Caribbean	<input type="checkbox"/>
	Black or Black British - African	<input type="checkbox"/>	Mixed - White and Black African	<input type="checkbox"/>
	Other Black Background	<input type="checkbox"/>	Mixed - White and Asian	<input type="checkbox"/>
	Asian or Asian British - Indian	<input type="checkbox"/>	Other Mixed Background	<input type="checkbox"/>
	Asian or Asian British - Pakistani	<input type="checkbox"/>	Other Ethnic Background	<input type="checkbox"/>

Country of Nationality:

Do you require a work permit on qualifying in the UK? Yes No

Are you registered disabled? Yes No

If yes, please provide details and information if you require any assistance with your application or during interview.

Are you facing any criminal prosecutions? Yes No

Have you received a caution in the last 5 years? Yes No

Have you been convicted of any criminal offences which are not yet 'spent' under the Rehabilitation of Offenders Act 1974?

Yes No

How did you hear about Training Contracts at Taylor&Emmet? Please tick all that apply.

<input type="checkbox"/> LawCareers.net	<input type="checkbox"/> Taylor&Emmet Website
<input type="checkbox"/> Training Contract Handbook	<input type="checkbox"/> University careers advisor

Legal recruitment fair. Please state which:

Taylor&Emmet contact. Please state name:

Other. Please state:

Signed:

Print Name:

Date: