

Application for Training Contract Scheme

Personal Details

Title _____

Forename _____

Surname _____

Previous Surname _____

Address: _____

Post Code _____

Home Telephone _____

Mobile _____

Email Address _____

Do you have friends or relations who are employed with Minster Law?
If yes, please give names. (Optional)

Have you made any previous applications to Minster Law Limited for employment?
Give details.

How did you hear about the Trainee Solicitor programme at Minster Law?

Education

It is our policy to verify qualifications where relevant to the nature of the position offered.

Secondary Education

(For example, GCSE's and CSE's)

From	To	Name and Address of School College or University Attended	Subject	Grade

Further Education

(For example, A levels, degrees, Masters)

From	To	Name and Address of School College or University Attended	Subject	Grade

Law Society Examinations

From	To	Name and Address of School College, University or Institute	Course (CPE, GDL, LPC)	Status

Supplementary Information

Employment History

Please give your full employment history for the last 10 years, including periods where you were not employed.

From	To	Employer Name and Address	Job Title and Main Responsibilities	Reason for Leaving	Final Salary

Employment References

By submitting this application, you confirm your consent to us approaching the employment referees provided.

Current/ Most Recent Employer	Other Reference (preferably previous employer)
Name _____ Title _____	Name _____ Title _____
Position _____	Position _____
Organisation/ Company _____	Organisation/ Company _____
Address _____	Address _____
_____	_____
_____ Post Code _____	_____ Post Code _____
Tel. No _____	Tel. No _____
Fax No _____	Fax No _____

Important Information and Declaration

Minster Law Solicitors Limited is the data controller in relation to all personal data, including sensitive personal data, which you provide in connection with your application for employment. We will process your data for the purposes of employee administration, including the consideration of this application for employment.

If your application is unsuccessful, we will keep your information for a reasonable period of time in line with legal requirements and for administration purposes. We may also contact you if other job opportunities arise in the future which we think may be suitable for you. Please indicate whether you are happy to be contacted for this purpose. **Yes / No**

By signing you indicate your explicit consent to Minster Law and its subsidiary and associated companies to process your personal data, including sensitive personal data, for the purposes set out above. You also certify that all the information you have given is true, complete and accurate, and acknowledge that if any information you have given is incorrect, incomplete or misleading, this may lead to withdrawal of any offer of employment or dismissal without notice if you have commenced work.

Signature _____ Date _____

Credit and Legal Information

Our policy is to complete credit references where we consider it appropriate for the job. By signing the declaration, you are agreeing to a credit reference being taken now or at any time during your employment if this is required.

National Insurance Number:

Nationality:

Do you have the right to work in the UK: Yes/ No

Do you need a work permit: Yes/No

Do you hold a current full UK driving licence: Yes/No

Have you ever been dismissed from employment or is any dismissal pending: Yes/ No

If yes, please give details:

Have you ever been convicted of any criminal offence that is not treated as 'Spent' under the rehabilitation of Offenders Act 1974? If yes, please state date of conviction(s) and the nature of the offender(s). Yes/ No

Please note that only relevant convictions will be taken into account so disclosure need not necessarily be a bar to obtaining employment.

Have you ever had any County Court Judgements registered against you? Yes/ No

If yes, please give full details and confirm whether the Judgements have now been satisfied:

Have you lived at your current address for more than 5 years? Yes/ No

If no, please give details of your previous address:

Have you ever had a Bankruptcy Order made against you or have you ever entered into an individual Voluntary Arrangement with your creditors? Yes/ No

If yes, please give full details:

Are you currently experiencing difficulties in repaying any debts or managing your financial affairs? Or have you experienced any such difficulties in the last) years? Yes/ No

If yes, please give full details:

Equal Opportunities

Minster Law is committed to providing equal opportunity. Please circle your ethnic origin:

English
Irish
Scottish
Welsh
Other White
White and Black
White and Black African
White and Asian
Other Mixed
Indian
Pakistani
Bangladeshi
Other Asian
Black Caribbean
Black African
Other Black
Chinese
Other ethnic group

By signing this you acknowledge that you have read and signed the 'Important Information and Declaration' section

Signed:

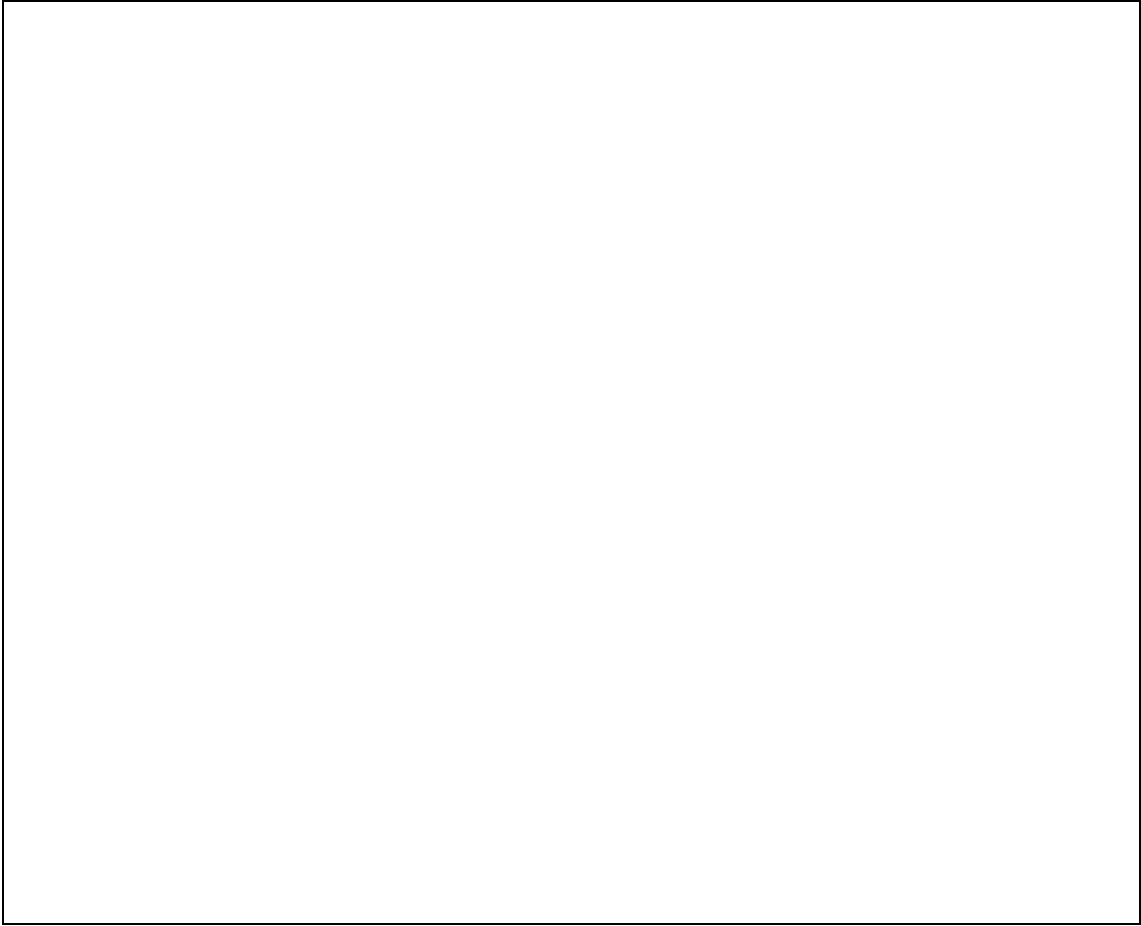
Date:

Additional Questions

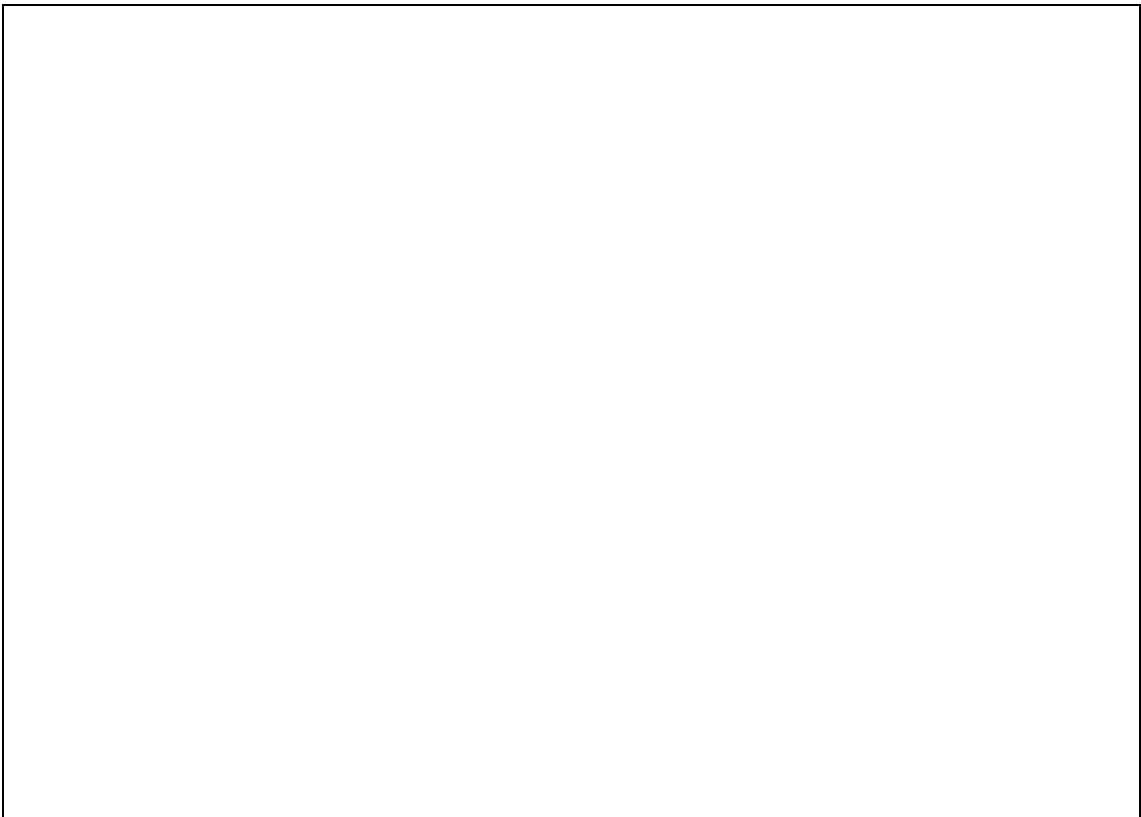
K \UfY]bhFYghYX]b \YUfb]b['a cfY UWci hH\Y'a cXi \Yg'nci 'gh X]YX]b'nci f'Uk 'ei U]Z]W]h]cb.
; 'DYUgY XYgW]VY'hY'a cXi \Yg'hUhnci 'gh X]Yg]b'nci f'Uk 'ei U]Z]W]h]cb
; 'DYUgY \][\] [\h'h'cgY'hUhnci 'Y'YV]X'UbX'YI d'U]b'hY'fYUgcbg'k \mnci 'W'cgY'hYgY
; 'DYUgY XYgW]VY'k \]W' dUfhg'cZ'hY @uk 'hUhnci 'Z]bX'hY'a cgh]bhFYgh]b['UbX'k \m

K \UhUfY'nci f'Ugd]fU]cbg'UbX'\cdYg Z'f'nci f'Y[U'W]fYf3

@ZY'UhA]bghYf@uk`jg'Vi gmiUbX`WU`Yb[]b[žk Y`bYj Yf`ghUbX`gh]""8YgW]VY`U`g]h Uhcb`
k`Yb`nci` \Uj Y`Xf]j Yb`nci fgY`Zhc`dfcXi W`Ub`YI W`YbhdYfZcfa UbW`k` \]ghk cf_]b[`i bXYf`
dfYggi fy"K` \UhX]X`nci` \Yufb`UVci hnci fgY`Zhc`fci [\`h.]g`YI dYf]YbW3



D'YUgY`XYgW]VY`U`g]h Uhcb`k` \Yb`nci` `dYfgi` UXYX`gca YcbY`hc`nci` f`k` UmcZhc`]b_]b[""`
D'YUgY`]bW] XY`]b`nci` f`Ubgk` Yf`ck`nci` `UddfcUW`YX`h`Y`Wzbj` YfgUh]cb`UbX`k` \Uh`
ci` hza` Yg`nci` `UW]Yj` YX"



@gh'UbmifY`Yj Ubhg_]`g'mci `Uj Y'h.Uh'gi ddcfh'mci f'Udd`]W[h]cbž']bWl X]b['UbmifH'g_]`g'
UbX'ZcfY][b`Ub[i U[Yg'fghUH'Zi YbWl#

