



APPLICATION FORM

COMMITTED TO EQUALITY OF OPPORTUNITY IN EMPLOYMENT AND SERVICES



**Leicestershire
County Council**

Apprenticeship Programme

PERSONAL DETAILS (PLEASE COMPLETE IN BLOCK CAPITALS)

Name (In Full) _____ Date of Birth _____ Age _____

Address _____

Post Code _____

If less than 3 years at the above address please state previous address:-

Telephone No: _____ National Insurance No. _____

EDUCATION DETAILS

Secondary School(s)/Training Establishments Attended	From	To

QUALIFICATIONS

Qualification Obtained	Grade (if any)	Date Achieved	Achieved, Predicted, Studying for Enter A, P or S

OCCUPATIONAL AREA

Which occupational area are you interested in?

Business Administration, Accountancy.

Why are you interested in this occupational area?

Why are you interested in joining Leicestershire County Council?

EMPLOYMENT/TRAINING COURSES (including part-time or casual jobs)

Employer	From	To	Job Title/Type of Work

Have you ever studied towards an NVQ ? YES/NO

If Yes, Title and Date

RELEVANT EXPERIENCE, SKILLS OR HOBBIES

Please write below anything that you have done or are interested in e.g. work experience, hobbies.

REFERENCES

Details of two references are required; one of which should be from your last school/employer. Please note that no offer of a Modern Apprenticeship place can be made without prior receipt of satisfactory reference. See section 4.2.2 in the 'Guidance Notes for Applicants'.

Name:		Name:	
Address:		Address:	
Telephone Number:		Telephone Number:	
Title/Position		Title/Position:	
Relationship to Applicant		Relationship to Applicant	

Do you have a current full Driving Licence? YES/NO Do you have use of a vehicle? YES/NO

RELATIONSHIP

Are you related to any Elected Member/employee of the Leicestershire County Council? **YES/NO**

If yes, please give details:-

INTERVIEW ARRANGEMENTS

Please indicate below any dates when you would not be available to attend for interview:

DECLARATION

I declare that I have read the Guidance Notes and that all the information submitted on this application form and additional sheets is true. I have not canvassed an Elected Member/Employee of the County Council, either directly or indirectly, in connection with this application and I will not do so. I understand that such canvassing will disqualify me as a candidate for this post.

Signature: Date:

The personal information collected on this form will be processed in accordance with the Data Protection Act 1998 for the purpose of recruitment. It will not be disclosed to any External Body without your express written consent.

Please return the completed form to: -

Leicestershire County Council
Chief Executive's Department
Workforce Development
Room 146
County Hall
Glenfield
LEICESTER LE3 8RA