

### **Training Contract Application Form**

Please return this application together with a covering email to recruitment@druces.com

Your covering email should be no more than 500 words.

**Closing date for 2023 and 2024 applications is Friday 15th July 2022, 5pm**

|  |
| --- |
| **MY PERSONAL DETAILS:** |
| Title: | Surname: |
| First name(s): | Middle name(s): |
| Known as (if different from first name): |
| Email: |
| Address: |
|  |
| Mobile No: |

|  |
| --- |
| **KEY INFORMATION:** |
| Applying for a Training Contract in: March 2023 March 2024 September 2024 [ ]  [ ]  [ ]   |
| Have you achieved AAB (excluding general studies) at A-Level or equivalent exam? Please note you will be asked to provide evidence of this. |  Yes No [ ]  [ ]  |
| Have you achieved a minimum 2:1 in your degree? Please note you will be asked to provide evidence of this. |  Yes No [ ]  [ ]  |
| Do you require permission to work in the UK? |  Yes No [ ]  [ ]  |
| Have you previously applied to Druces LLP for any position? | Details: |
| Do you have any links or connections to Druces LLP? | Details: |
| How did you hear about Druces LLP? | Details: |

|  |
| --- |
| **Education (including a-levels and other secondary education)**List all examinations taken, stating all results/grades. |
| GCSE (or equivalent):  | Years studied:  |
| School(s) or College attended: |  |
| Subject; Result/Grade: |  |
| A-levels (or equivalent): | Years studied:  |
| School(s) or College attended: |  |
| Subject; Result/Grade: |  |
| UCAS tariff: | Score:  |
| Baccalaureate total (if applicable): | Score: |
| **UNDERGRADUATE EDUCATION** |
| College and/or university attended: |  |
| Period of study: |  |
| Degree title (or equivalent): |  |
| Degree class awarded / expected: (please indicate which) |  |
| **Undergraduate Courses: please list all modules taken and your results** |
| 1st Year: |  |
| 2nd Year: |  |
| 3rd Year: |  |
| 4th Year (if applicable):  |  |
| Projects and subsidiary subjects (give results if applicable): |  |
| Scholarships / prizes: |  |
| **POSTGRADUATE EDUCATION (EXCLUDING GDL/LPC)** |
| College and/or university attended: |  |
| Period of study: |  |
| Type of degree and subject(s): |  |
| Degree class awarded / expected: (please indicate which) |  |
| **GRADUATE DIPLOMA IN LAW (GDL)** |
| College and/or university attended: |  |
| Period of study: |  |
| Courses / electives taken (please provide marks and grades): |  |
| Grade awarded / expected: (please indicate which) |  |
| **LEGAL PRACTICE COURSE (LPC)** |
| College and/or university attended: |  |
| Period of study: |  |
| Courses / electives taken (please provide marks and grades): |  |
| Grade awarded / expected: (please indicate which) |  |

|  |  |
| --- | --- |
| Have you ever had to re-sit an exam(s)? If yes, which exam(s) and what was the outcome? |  |
| Are there any mitigating reasons why you feel that any of the exam results you have listed do not fully reflect your abilities? |  |

|  |
| --- |
| **LANGUAGES AND PROFICIENCY (written and spoken skill)** |
|  |
| **EXTRA CURRICULAR ACTIVITIES (please list your interests and activities)** |
|  |
| **POSITIONS OF RESPONSIBILITY** |
|  |

|  |
| --- |
| **work HISTORY (please indicate any legal experience first and include any other work experience second)** |
| **Name of employer:** | **Position:** | **Dates:** |
|  |  |  |
| **Brief overview of tasks and responsibilities:** |  |
| **Name of employer:** | **Position:** | **Dates:** |
|  |  |  |
| **Brief overview of tasks and responsibilities:** |  |
| **Name of employer:** | **Position:** | **Dates:** |
|  |  |  |
| **Brief overview of tasks and responsibilities:** |  |
| **Name of employer:** | **Position:** | **Dates:** |
|  |  |  |
| **Brief overview of tasks and responsibilities:** |  |
| **Name of employer:** | **Position:** | **Dates:** |
|  |  |  |
| **Brief overview of tasks and responsibilities:** |  |

|  |
| --- |
| **ADDITIONAL INFORMATION** |
| Tell us about your experience of teamwork and the impact you have had on these teams, whether from your work, studies or other roles and responsibilities. Include how you balanced your various commitments.  |
|  |
| Our lawyers are often called upon to help clients facing or anticipating times of great change. Please give two examples of significant change or disruption that have the potential to impact upon: * the types of clients that Druces advises, and
* Druces itself as a business.
 |
|  |
| A key part of our offering is providing an excellent client experience and high standard of service to our clients. This includes taking the time to understand them and their circumstances, whether they be large businesses or individual private clients. Please describe a situation in which you have developed an effective relationship with an individual or a team. |
|  |
| Additional information relevant to your application (if appropriate): |
|  |

Please continue and fill in the questionnaire below

|  |
| --- |
| Have you ever been convicted of any offence in any court of the UK or elsewhere (other than a motor offence not resulting in disqualification)? Yes No[ ]  [ ] If Yes, please provide details in the space below:Have you ever been subject to any proceedings/complaints initiated by The Law Society, the Solicitors Regulation Authority or any other professional body?Yes No[ ]  [ ] If Yes, please give details:Are you a member of a professional/regulatory body other than the SRA in the UK or any other body?Yes No[ ]  [ ] If Yes, please give details:Have you ever been under investigation for any matters criticised, censured, suspended or the subject of any disciplinary activity by a professional/regulatory body?Yes No[ ]  [ ] If Yes, please give details: |

|  |
| --- |
| **REFERENCES (these will not be contacted unless you are offered a training contract)** |
| Academic Reference Details:Name:Position:Institution name:Email:Contact number: | Current / Previous Employer Reference Details:Name:Position:Institution name:Email:Contact number: |
| By signing this application, I confirm that all information given is true and correct to the best of my knowledge:**Signature: Date:**  |