

**Summer Placement Application Form**

**(to commence Summer 2025)**

**Please return your completed form by email to** **recruitment@murraybeith.co.uk**

**Closing date: 14 April 2025 at 12pm**

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| **Employment Application**  |
| **Applicant Information** |
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| **Personal Details** |
| **First Name** |  |
| **Last Name** |  |
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| **Address** |  |
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| **Phone** |  |
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| **Email\*** |  |
| \* Please provide a personal email address that will be valid up until September 2024 |

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| **Secondary Education** |
| Please provide a list of subjects studied with dates, level and grades.  |
| **Name of School/College** |  |
| **Dates Attended** |  |
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| **Subject** | **Level** | **Grade** |
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| **Further Education**  |
| **University** |  |
| **Degree** |  |
| **From/to** |  |
| **Grade/Predicted Grade**  |  |
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| **First Year Subjects** | **Results** |
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| **Second Year Subjects** | **Results** |
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| **Third Year Subjects** | **Results** |
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| **Fourth Year Subjects** | **Results** |
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| **Work Experience**  |
| Please detail your work experience, indicating whether the post was paid or unpaid.  |
| **Name of Organisation** | **Role** | **Date From** | **Date To** |
|  |  |  |  |
| **Paid or unpaid** |  |
| **Main Duties** |
|  |
| **Name of Organisation** | **Role** | **Date From** | **Date To** |
|  |  |  |  |
| **Paid or unpaid** |  |
| **Main Duties** |
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| **List of other employers** |
| **From** | **To** | **Organisation** | **Role and brief description of duties**  | **Paid/Unpaid** |
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Please add more answer boxes if required.

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| **Activities and Interests**  |
| **Please detail your main extracurricular activities and interests. What do you feel you have contributed to them and learnt from them? Please mention any posts of responsibility. (Maximum 300 words).** |
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| **Career Choice** |
| **Please detail here what attracts you to the legal profession generally and to this firm in particular. What differentiates you from other applicants and what you hope to gain from this experience? (Maximum 300 words).** |
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| **Do you have a preference for any particular fields or areas of law? If so please give details and reasons. (Maximum 300 words).** |
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| **If there is anything else you would like to describe in support of your application (e.g. prizes/awards, additional positions of responsibility held etc.) please detail them here. (Maximum 300 words).**  |
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| **If you have any holidays planned between June and September please provide the dates here.** |
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| **Data Protection** |
|  | Y/N |
| I understand the information provided on this form will be processed by Murray Beith Murray for the purposes of this vacancy and I give my consent to that processing. |  |
| **Criminal Offences** |
|  | Y/N |
| Have you ever been convicted of a criminal offence, other than a spent conviction under the Rehabilitation of Offenders Act 1974?  |  |
| If ‘yes’ please provide details here |
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| **Right to work in the UK** |
|  | Y/N |
| Are you eligible to work in the UK? |  |
| **Arrangements for Interview** |
| If you are selected for interview, please tell us about any special arrangements you believe we could make to assist you to participate. |
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| **Advertisement** |
| How did you find out about this vacancy? |
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**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release (please note, typed signatures are sufficient).*

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| Signature: |  | Date: |  |