EXTRAORDINARY
APPRENTICESHIPS

APPRENTICESHIP
APPLICATION
FORM

SPENCER
British Engineering

THANK YOU FOR YOUR INTEREST IN AN APPRENTICESHIP WITH THE SPENCER GROUP

As you can probably appreciate we receive a lot of enquiries and interest for apprenticeships. Your application will go through a number of stages before it gets to the interview stage;

- Submission of applications by 13 December 2019
- Interviews will take place by 17 February 2020
- Feedback will be given following formal interview

What's on offer

The apprenticeships we have on offer for 2019 are;

- Commercial
- Design
- Engineering
- Planning
- Web (SOS) Developer

How to apply

If you are interested in applying for an apprenticeship with the Spencer Group please complete the application form, save in either word or pdf format and send to Kathy Robson or Sam Caley.

If any of the application form is left incomplete your application will not be eligible to progress to the next stage.

Please confirm the apprenticeship that you are applying for

INFORMATION
ABOUT YOU

Please complete all sections of the application form.

FULL NAME	
MOBILE NUMBER	
EMAIL ADDRESS	
HOME ADDRESS	

Your application

TELL US WHY YOU WANT AN APPRENTICESHIP WITH THE SPENCER GROUP AND WHAT YOU HOPE TO GAIN FROM IT?

WHAT SKILLS AND QUALITIES WOULD YOU BRING TO THE SPENCER GROUP IF YOU ARE SUCCESSFUL?

QUALIFICATIONS

SUBJECT	EXAM BODY	GRADE/ PREDICTED GRADE	DATE

CAREER ASPIRATIONS

PLEASE TELL US WHAT YOUR LONG TERM GOAL / CAREERS ASPIRATIONS ARE

EMPLOYMENT / WORK EXPERIENCE

COMPANY	DATES OF EMPLOYMENT/WORK EXPERIENCE

BRIEF OVERVIEW OF DUTIES/TASKS UNDERTAKEN

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BRIEF OVERVIEW OF DUTIES/TASKS UNDERTAKEN

REFERENCES

☐ I can confirm that my referees have agreed to their personal information being held on my confidential application form

NAME (PLEASE PRINT)	
EMAIL ADDRESS	
RELATIONSHIP TO REFEREE	

NAME (PLEASE PRINT)	
EMAIL ADDRESS	
RELATIONSHIP TO REFEREE	

DATA PROTECTION

Your data protection is an important consideration at the Spencer Group and this privacy statement aims to inform you about the use of the information you submit when applying for a job at Spencer Group (this information will be referred to as job application data).

The information you provide will be used to support your job application at Spencer Group together with verification and reference checks. It may also be used to inform you of further suitable job opportunities with Spencer Group.

Should your application be successful the information provided will be retained in your personnel record and used for employment purposes.

Your job application data is stored in our CV database for one year. You can access, correct or delete your job application data at any time by making a Subject Access Request (information about the data we hold and or process about you); these requests should be directed to hr@thespencergroup.co.uk

I confirm that the information I have provided is factually correct

NAME (PLEASE PRINT)	
SIGNATURE	
DATE	

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