**APPLICATION FORM**The application forms covers three parts: (a) application (b) personal information (c) diversity information. Please complete all three parts. Return Forms A & B to the organisation at elizabethstewart@lsa.org.uk. Return Form C **only** to diversity@lawscot.org.uk.

**FORM A: APPLICATION**

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| **Post applied for** |  | **Closing date** |  |

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| **Present/Most recent employment** |
| **Name and address of employer** | **Job title** |  |
|  | **Full time**  | Yes [ ]  No [ ]   |
| **Part-time (hours per week)** |  |
| **Date appointed** |  |
| **Notice period** |  |
| **Date of leaving (if applicable)** |  |

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| **Main duties and responsibilities** |
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**Previous employment**

Previous employment must be listed in chronological order. You only need to list employment positions that are relevant to the employee specification and essential criteria and/or which allow you to evidence transferable skills which are relevant to the person specification. Please add more boxes if necessary.

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| --- | --- | --- | --- | --- | --- |
| **Date from** | **Date to** | **Sector of employer(You do not need to identify your employer)** | **Job title** | **Main duties and responsibilities** | **Reason for leaving** |
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**Education & training**

Starting with the most recent, please list qualifications **relevant to the employee specification.** Please also mark, where applicable, the grade awarded for any qualification.

**Please do not include your school grades or where you went to school.**

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| **Higher Education or University qualifications (or equivalent e.g. Pre-PEAT Training Contract)** | **Grade(s)** |
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**Personal statement**

Please give details about the way you consider your experience, skills, and knowledge to date are relevant to those required in the essential criteria. These may have been gained in your current or previous employment, education, training, voluntary, community or leisure interests. **(Up to 800 words)**

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**Disability under the Equality Act 2010**

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| Do you consider yourself to have a disability as defined by the Equality Act 2010? (please leave blank if the answer is negative or you prefer not to disclose this information)[ ]  Yes |

**Reasonable adjustments**

|  |  |
| --- | --- |
| Please tell us about any adjustments we may need to make to assist you at interview. If you do not require any reasonable adjustments please leave blank |       |
| Are there any other specific requirements or any information that the organisation should be aware of which may place you in a more vulnerable position than others?If you do not have any other specific requirements please leave blank. |       |