



Trainee Solicitor Programme Application

Strictly Confidential

To apply for the programme this form must be completed in full. A CV may be submitted but must not be in place of this form.

1. Personal details

Surname

Title e.g. Mr/Mrs/Miss/Ms/etc

Forename(s)

Previous surname

Preferred name (if applicable)

Address

Term Address

Home tel no

Mobile tel no

Other tel no (UK)

Email

2. Nationality

What is your nationality?

State other nationality or immigration status

3. Residential Status

Please select which residential status applies for the jurisdiction in which you are applying:

If you selected Guernsey –
Housing License / Declaration of lawful residence / Status declaration please state date of arrival?

If you selected Guernsey -
Housing license please confirm whether your current license is for 5 years or 8 years

If you selected Jersey –
Licensed / Entitled for work / Registered, please state date of arrival and date status was gained?

If you selected Jersey –
Entitled to work through spouse's license please state date status was gained?

4. Trainee Solicitor Programme

How did you hear about the Trainee Solicitor Programme?

Have you made any previous applications to Ogier? Yes No

If yes, when and for what opportunity?

Do you have a relation employed by the Ogier Group? Yes No

(If yes please provide details)

5. Secondary Education

School/College Dates from and to:

GCSE subjects	Grade	Date

A Level subjects	Grade / indicating if predicted	Date

Please provide details if place of study for A Levels is different from the above School/College

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Further Education

University / College	Title of course	Degree class expected / achieved	Dates from and to

Professional Examinations

Course	University / College	Result	Dates from and to
GDL			
LPC			
BVC			
Other			

Please provide details of any scholarships or academic distinctions you have achieved whilst at school

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7. Responsibilities

Please provide details of any employment, work experience placements or voluntary positions undertaken in the past 3 years.

Position	Organisation/Society	Dates

8. Personal Qualities

At Ogier we value our staff immensely and it is therefore extremely important that we recruit the right type of individual, this is equally important for our Trainee Solicitor Programme. Therefore please think carefully about the answers you provide to the questions below. There is a maximum word count of 250 words for each answer.

Personal Motivation

Please describe a recent, significant achievement (other than exam success) which you feel makes you stand out. For example, Duke of Edinburgh Awards.

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Career motivation and drive

Please give a brief explanation of why you wish to embark on a career in law and any steps you have already taken to find out more about the profession.

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9. Security Vetting Checks

We use Giant to undertake our pre-employment screening, please confirm that you are happy for us to pass your details to Giant? (Please note that Giant will only be contacted once an offer of employment has been made and you have confirmed that notice has been given to your current employer).

Yes No

Convictions

Do you have any convictions which are not spent under the terms of the Rehabilitation of Offenders (Jersey) Law 2001 (or any other relevant laws dealing with the rehabilitations of offenders)?

Yes No (If yes please provide details)

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Credit History

Do you have any outstanding petty debt and/or tax judgements against you?

Yes No (If yes please provide details)

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Health

Are there any medical conditions, registered disabilities or special requirements which we should be aware of or need to make adjustments for to enable you to undertake this role?

Yes No

Further checks may be requested as part of our onboarding referencing and vetting process

10. Declaration

I hereby declare that the information provided is, to the best of my knowledge, true and that no material facts have been omitted. I understand that any false statements or the withholding of any relevant information may lead to my application being rejected at any stage or termination of my contract of employment.

I also consent to:

1. The processing of my personal data (including both personal data and sensitive personal data, either generally disclosed to Ogier, or specifically disclosed under the sections headed 'Convictions', 'Health' and 'Regulatory information') by Ogier for the purpose of considering my application for employment, and if applicable after the application process, when creating and carrying out an employment contract;
2. The transferring of my personal data to any other jurisdiction in which the Ogier Group operates (noting that such jurisdiction may not be inside the European Economic Area and therefore may not have the same level or type of statutory or other legal protections as countries within the European Economic Area).

I understand that I have the right to withdraw such consent at any time during the application process and that withdrawal will result in the immediate termination of my application.

Signed:

Date:

Should your application for employment be unsuccessful, Ogier may retain your details and application on file for a period of up to 12 months to support any future applications.

Please note that any personal data provided to us directly or by the completion of any forms will be processed in line with our privacy notice which is available on our website ogier.com

Pick tick this box to confirm that you have read our policy.

Please return your completed form to: recruitment@ogier.com or your local HR rep.