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**LEGAL ASSOCIATE APPLICATION FORM**

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| **Section One : Personal Details** |
| Title       | First name            | Surname          |
| Address            |
| Telephone Number            |
| Mobile Number            |
| Email address       |
| Current employment situation            |
| When are you available to start at Richmond Chambers?  |
| Are there any restrictions on your ability to work in the UK?If you do not have a permanent, unrestricted right to work in the UK, you should answer “yes” to this question.  |        |
| Where did you see this vacancy advertised? |  |

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| **Section Two : Intellectual Qualities / Academic ability** |
| Please give details of your AS Levels, A Levels or equivalent (e.g. International Baccalaureate): |
| Qualification | Subject | Grade | Date | Institution |
|       |          |            |            |            |
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| Please give details of your first degree |
| Subject | Final Grade | Dates (and full/part time) | Institution |
|       |          |            |            |
| Please give details of your Common Professional Exam (CPE) / Graduate Diploma in Law (GDL) |
| Subject | Final Grade | Date(and full/part time) | Institution |
|       |          |            |            |
|       |          |            |            |
| Please give details of your Bar Professional Training Course |
| Subject | Final Grade | Date(and full/part time) | Institution |
|       |          |            |            |
| Please give details of any further degrees and/or other academic qualifications (other than CPE and BPTC) |
| Qualification | Subject | Grade | Date | Institution |
|       |          |            |            |            |
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| Please give details of any major scholarships or prizes  |
|              |

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| **Section Three : Immigration law Experience**Please detail below any periods during which you have been employed or worked in the field of immigration law. Please include work experience and mini-pupillages, if they have been in the field of immigration law.   |
|
| Employer | Job title | Dates (from and to) / Duration | Brief description of role |
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| **Section Four: Other Work Experience** Please detail your employment and work experience history, insofar as it is not already described in section three above.    |
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| Employer | Job title | Dates (from and to) / Duration | Brief description of role |
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| **Section Five : General Suitability** |
| Please explain, in no more than 150 words, why you want to join Richmond Chambers LLP.       Word Count :    |
| In no more than 150 words, please give 2 examples of when you have worked well in a team in a challenging environment.      Word count :       |
| In no more than 150 words, please tell us anything else about yourself that you believe demonstrates that you meet our selection criteria.     Word count :        |
| **Please give details of any other languages spoken and the level of fluency** |
| Language | Level of speaking | Level of writing |
|            |            |            |
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|            |            |            |

***Thank you!***

**Please now complete the equality monitoring form and submit both forms by email to nancy.holland@richmondchambers.com**