



APPLICATION FORM

All information will be treated in confidence.
The form should be sent direct to:

K J Mason
Barnes Roffe LLP
16-19 Copperfields
Spital Street
Dartford
Kent DA1 2DE

Or E-mail to k.mason@barnesroffe.com

PERSONAL DETAILS

Surname Mr/Mrs/Ms/Miss/other _____

Other names _____

Position sought (please tick box)

ACA Training contract

ACCA Training

Field:

Audit

Tax

Corporate Finance

Level:

Assistant

Senior

Manager

Preferred location (please tick box)

Dartford, Kent DA1

Leytonstone, London E11

Uxbridge, Middlesex, UB8

Any Location

Permanent address

Tel. No. (inc. STD code) _____

E-mail address _____

Term time address (give dates)

(Current undergraduates only)

Tel. No. (inc. STD code) _____

E-mail address _____

Date of Birth _____

Nationality _____

Do you need a work permit? Yes No

HIGHER EDUCATION

University/College	From	To	Results or class of degree obtained/expected

Undergraduates should provide the following information in respect of expected results above:

Course Title	Principal Subjects	Results to date e.g. Part 1

OTHER QUALIFICATIONS/SKILLS/EXPERIENCE

E.g. List postgraduate qualifications, professional qualifications and part qualifications.

Date	Qualification	Subject	Grade

Were all professional examinations passed at your first attempt?
If no, give details.

LANGUAGE SKILLS

List abilities (spoken and written) in foreign languages.

INFORMATION TECHNOLOGY

Indicate abilities in the use of application software.

Do you have access to the Internet? Yes No

LEISURE INTERESTS

You may like to indicate interests outside the workplace. Please give an indication of any position of authority held.

EMPLOYMENT

Previous employment, vacation jobs or work experience.
(Last three years only)

Employer's name	Brief description of duties	Dates	
		From	To

ADDITIONAL INFORMATION

Please explain why you wish to join Barnes Roffe, indicating the relevant qualities you possess.

REFERENCES

Please give details of two people who have agreed to provide references. For applicants for ACA or ACCA training vacancies, one should comment on your current academic achievements (e.g. tutor, head teacher). For applicants for senior positions one must be your current employer. In all cases one should provide a personal reference (they must not be related to you).

Full Name
& Title

Address

Occupation

Full Name
& Title

Address

Occupation

ETHNIC ORIGIN

The Commission for Racial Equality has requested that employers monitor applicant's ethnic origin and it would therefore be helpful if you would provide the following information:

I would describe my ethnic origin as:

White

Black other
(please specify)

Bangladeshi

Black Caribbean

Indian

Chinese

Black African

Pakistani

Other (please specify)

SOURCES OF INFORMATION

Please state the source of your information regarding this vacancy

Accountancy Press

ICAEW listing

ACCA listing

Hobson's publications

CSU/Prospects

Inside Careers

Barnes Roffe website

Other (please specify): _____

Signed

Date