

THE ENGLISH CORNER

Formation en anglais et séjours linguistiques

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WORK EXPERIENCE APPLICATION- 2011

Country where you want to be placed	<input type="checkbox"/> UK <input type="checkbox"/> Ireland	Surname		telephones	
Start date		First name		E mail	
Duration		Full address			
		Date of birth and age		Nationality	

Type of internship	<input type="checkbox"/> with accommodation <input type="checkbox"/> with employer's contribution*	<input type="checkbox"/> without accommodation <input type="checkbox"/> without contribution*
*Please note that the employer will only contribute to expenses in the UK and possibly in Ireland for a minimum period of 6 months +		

Work placement preferences

Best time to be contacted by agency or potential employer			
Earliest departure date		Latest departure date from your home country	

Describe the type of experience you would like to receive?

Preferred company activity?.....

Preferred company department?.....

Any other information you would like to supply



Education

Highest level of education/ diploma attained:.....

Date:...../...../.....

Please describe the qualifications/ diplomas that you have obtained with your school, college or university:

Do you have any future plans in terms of further education or career?

- yes
 no

If yes, please specify below:

What language can you speak? Please specify tick below:

	Native	Fluent	Good	Intermediate	Lower intermediate	Basic	No knowledge
French							
English							
Spanish							
German							
Italian							
Other (specify:.....)							

About yourself

Please give details of previous **WORK** experience in the boxes below (traing, jobs etc...):

	Employer 1	Employer 2	Employer 3	Employer 4
Employer full name				
Type of experience (training/ job/ full time/ part time/ seasonal etc...)				
Dates employed				
position				
Responsibilities				

How would you describe your personality?

<input type="checkbox"/> positive	<input type="checkbox"/> neat	<input type="checkbox"/> attentive	<input type="checkbox"/> honest	<input type="checkbox"/> relaxed
<input type="checkbox"/> critical	<input type="checkbox"/> clean	<input type="checkbox"/> organised	<input type="checkbox"/> nature lover	<input type="checkbox"/> hard working
<input type="checkbox"/> outgoing	<input type="checkbox"/> sensitive	<input type="checkbox"/> creative	<input type="checkbox"/> humorous	<input type="checkbox"/> responsible
<input type="checkbox"/> reserved	<input type="checkbox"/> calm	<input type="checkbox"/> artistic	<input type="checkbox"/> mature	<input type="checkbox"/> caring
<input type="checkbox"/> athletic	<input type="checkbox"/> social	<input type="checkbox"/> independent	<input type="checkbox"/> dependable	<input type="checkbox"/> fun loving

Accommodation requirements

Do you require accommodation?

- yes
- no

type of accommodation required:

- single room
- twin/ double room (you will share the twin bedroom)
- bed and breakfast only
- half board (B&B + dinner)

How long do you wish to stay in this accommodation (2 weeks min):.....

When would you arrive?...../...../.....

When would you leave?...../...../.....

Do you smoke?

- yes
- no

Would you stay in a house with smokers?

- yes
- no

Would you stay in a house with non smokers and agree with smoking outside?

- yes
- no

Are you a vegetarian?

- yes
- no

Do you have any allergies or disease that needs to be taken into account in terms of food?

- yes
- no

If yes please explain.....

Declaration

I, _____ (name in full), confirm that the information supplied on this form is true and correct.

Date and place _____ Signature of applicant _____

Merci de joindre avec votre dossier les documents suivants
Please enclosed with your application the following documents

Fr/ 1 **photo** d'identité couleur à agraffer en 1ère page de la fiche d'inscription

En/ 1 **colour passport photograph** to be attached on the application form

Fr/ 1 photocopie de votre **extrait de casier judiciaire**. Ce document peut nous être envoyé séparément si besoin

En/ 1 copy of **criminal record check**. This document can be sent separately if need be

Fr/ 1 **lettre de motivation** en anglais

En/ a **cover letter** in English

Fr/ **Des recommandations** d'employeurs si vous en avez

En/ **Any employer's reference** that you may find useful

Fr/ 1 **CV** en anglais, merci de nous en envoyer aussi une copie en format word.

En/ An **English CV**, please also send it by e mail in a word format.

Fr/ une attestation de votre statut de boursier, ou une attestation de retrait de dossier Leonardo/ Erasmus pour les stagiaires souhaitant une rémunération (séjour de 6 mois et +, Grande Bretagne uniquement)

En/ a certificate stating that you are currently receiving funds for your studies or that you have applied to a Leonardo/ Erasmus Grant (for the students that want a 6 months placement or more in the UK)

Fr/ 1 **chèque de frais de dossier** de 85€. Ces frais sont encaissés à réception du dossier et est non remboursables.

En/ **Regitration fee of 85€**, not refundable, payable either by euro cheque, bank transfer, international postal order or foreign cheque. If you choose the last option please add up a bank fee of 20€ for processing your cheque

Fr/ 1 **chèque de frais de placement** (montant indiqué ci dessous):

En/ **Placement fee** as below that will only be cashed in when placement has been confirmed

Stage non rémunéré Irlande et Grande Bretagne/ unpaid internship in Great Britain and Ireland	
Frais de placement/ placement fee	690,00 €
Frais de dossier/ registration fee	85,00 €
Stage rémunéré Irlande et Grande Bretagne (stage de 6 mois et +)/ paid internship 6 months+	
Frais de dossier/ registration fee	85,00 €
Frais de placement/ placement fee	780,00 €