**APPLICATION FOR**

**TRAINEE ARCHAEOLOGIST**

This application form asks for some details and then has three short questions. These aim to find out more about you and why you want to do this traineeship. If you have any questions about the application process or would like anything clarified, please email training@mola.org.uk.

Please note that MOLA promotes diversity and equality of opportunity at all levels, and welcomes applications from people regardless of sex, race, disability, sexual orientation, age or religion or belief.

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| **Personal details** |
| Surname |  | First name(s) |  |
| Current living address |  |
| Phone |  | Email |  |

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| **Entitlement to work in the UK** |
| Do you have a legal right to work in the UK? [ ]  Yes [ ]  No  |
| If Yes, are there conditions attached, for example start or finish dates?If No, what type of permit/visa do you need and have you applied for it?  |

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| **Rehabilitation of offenders** |
| Please note all unspent criminal convictions should be declared. Do you have any convictions that are unspent under the Rehabilitation of Offenders Act 1974 (amended 2001)? [ ]  Yes [ ]  No  |
| If Yes, please provide details.  |

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| **Driving** |
| Do you have a current full driving licence? [ ]  Yes [ ]  No Would you be able and willing to drive company vehicles? [ ]  Yes [ ]  No Do you have any endorsements on your licence? [ ]  Yes [ ]  No Have you been involved in a car accident in the last three years? [ ]  Yes [ ]  No  |

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| **Current or most recent employment** |
| Name of employer: |  |
| Job title |  |
| Salary: |  |
| Start date: |  | End date: |  |
| Key responsibilities: |
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| **Education** |
| Please give details of your education starting with the most recent. Please add only school grades obtained for English and Maths. |
| Institution*(e.g. Northampton High School)* | Qualification level*(e.g. GCSE English)* | Grade*(e.g. 4)* |
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| **Additional requirements** |
| Do you consider yourself to have a disability? [ ]  Yes [ ]  No  |
| If yes, please give details and indicate whether you would need any help, support or special equipment to enable you to carry out the duties outlined in the job description. |
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| **Post details** |
| Where did you see this post advertised? |  |

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| **Supporting statements** |
| Q1. Tell us a bit about yourself, and why you want to do this trainee programme. |
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| Q2. What three qualities do you think you would bring to the role? |
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| Q3. In your opinion, why is it important to understand the past? |
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| **Declaration** |
| I understand and agree that any appointment offered would be conditional to the verification (to MOLA’s satisfaction) of the information provided on this form and that this information, and that contained on any attached documents is true and complete to the best of my knowledge. I also understand that it may be a criminal offence to attempt to obtain employment by deception and that any misrepresentation, omission of a material fact or deception will be cause for immediate cancellation of consideration for employment, or for dismissal if already employed.I authorise MOLA to process my personal data taken from this form both manually and electronically as part of the employment record.If I am successful for appointment I hereby authorise MOLA to verify information on this form and to the extent permitted by law. I also authorise MOLA to perform reference checks of my employment as indicated.I acknowledge and understand that the appointment will be subject to satisfactory references and will be subject to either a Basic Disclosure check or a Standard or Enhanced Criminal Records Bureau Disclosure if the nature of the position means it is exempt from the rehabilitation of Offenders Act 1974.  |
| Signed |  | Date |  |