European Graduate Scheme Application

Application Deadline: 23:00 GMT on Monday 11 April 2018

Thank you for your interest in our European Graduate Scheme. You can apply in two ways:

* Complete this form and email it to [recruitment@highercapacity.co.uk](mailto:recruitment@highercapacity.co.uk)\*
* Apply online using the form at this link: <http://bit.ly/2Fq2dCD>

Note that if you apply online you will be required to complete the form in a single sitting. You may wish to prepare your answers on this application form first. You are welcome to submit a CV in addition to this application form.

Important Information:

Please read the below before you begin your application:

* EPI-USE Labs is an equal opportunities employer.
* Interviews for the European Graduate Scheme will be held on Monday 30 April 2018. Candidates invited for interview will be information on or before 16 April 2018.
* Candidates invited for interview will be required to provide documentary evidence of their eligibility to work in the UK/EU.
* Successful candidates will spend the first year of their employment with EPI-USE Labs in Manchester, UK, with accommodation provided. Following that, permanent employment may be in the UK or another European country.

Completing this form:

We recommend that you complete this form electronically. **It must be completed in English.** The form has the following sections:

1. Personal Details
2. Education, Training & Employment
3. Personal Interests, Innovation & Declaration

Section 1: Personal Details

Please enter your responses in the light blue boxes.

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| **Your Name and Nationality** | | | | |
| First name: |  | | Last name: |  |
| Nationality: |  | |  | |
| Are you eligible to work in the UK/EU? | | | Choose an item. | |
| Candidates invited for interview will be required to provide documentary evidence of their eligibility to work in the UK/EU. | | | | |
| **Your Contact Details** | | | | |
| Address: |  | | | |
| Postcode: |  | | | |
| Country: |  | | | |
| Email: |  | | | |
| If you have a LinkedIn profile please paste the URL below: | | | | |
| LinkedIn: |  | | | |
| **Additional Details** | | | | |
| Do you have any unspent criminal convictions? | | | | Choose an item. |
| This question relates only to convictions that are not considered ‘spent’ under the UK’s Rehabilitation of Offenders Act 1974. There is more information here: <https://www.gov.uk/exoffenders-and-employment> | | | | |
| If yes, please provide further details here: | |  | | |
| Do you have a full driving licence? | | | | Choose an item. |
| Will you be able to start work on or around 3 September 2018? | | | | Choose an item. |

Section 2: Education, Languages, Training & Employment

We are interested in your degree, college and high school qualifications. Please enter your responses in the light blue boxes.

Education

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| --- | --- |
| **Qualification 1: Your Highest Qualification** | |
| Institution:  (University/College/School) |  |
| Type of Qualification: | Choose an item. |
| Subject / Title: |  |
| End Date (month/year): |  |
| Classification/Grade/GPA: |  |
| If you have not completed your qualification please enter the grade, classification or GPA that you expect to achieve. | |

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| **Qualification 2:** | |
| Institution:  (University/College/School) |  |
| Type of Qualification: | Choose an item. |
| Subject / Title: |  |
| End Date (month/year): |  |
| Classification/Grade/GPA: |  |
| If you have not completed your qualification please enter the grade, classification or GPA that you expect to achieve. | |

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| **Qualification 3:** | |
| Institution:  (University/College/School) |  |
| Type of Qualification: | Choose an item. |
| Subject / Title: |  |
| End Date (month/year): |  |
| Classification/Grade/GPA: |  |
| If you have not completed your qualification please enter the grade, classification or GPA that you expect to achieve. | |

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| **Qualification 4:** | |
| Institution:  (University/College/School) |  |
| Type of Qualification: | Choose an item. |
| Subject / Title: |  |
| End Date (month/year): |  |
| Classification/Grade/GPA: |  |
| If you have not completed your qualification please enter the grade, classification or GPA that you expect to achieve. | |

Languages

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| Ideally, our European Graduate Scheme members will be fluent in 2 or more European languages (although this is not essential for the application). Please tell us about the languages that you know and your level of proficiency (eg. native speaker, beginner, advanced, fluent). |
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Training

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| If you have undertaken any training or professional qualifications which you feel are relevant to this role, please tell us about them below. |
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Previous Employment

Applicants to our European Graduate Scheme do not need previous work experience. However, if you have had any work experience – for example summer jobs or internships – please tell us about them here. You can include details of any voluntary work that you have done.

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| --- | --- |
| **Work & Voluntary Experience 1** | |
| Company: |  |
| Position: |  |
| Dates of Employment: |  |
| Details: |  |
| Please provide brief details about the work that you did and the skills that you developed. | |

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| **Work & Voluntary Experience 2** | |
| Company: |  |
| Position: |  |
| Dates of Employment: |  |
| Details: |  |
| Please provide brief details about the work that you did and the skills that you developed. | |

Section 3: Personal Interests, Innovation & Declaration

This section gives you an opportunity to tell us about yourself and why you’re interested in working for EPI-USE Labs. Please enter your responses in the light blue boxes.

Personal Interests

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| What are you hobbies or personal interests? How do you spend your time outside of studying and/or working? |
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Innovation

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| At EPI-USE Labs we’re interested in **innovation**. We develop innovative software solutions that really help businesses to get the most out of their software.  **Tell us about an innovation you admire.** It might be a piece of technology, an historic scientific achievement or an invention: we don’t mind what you choose or how much you write, we’re just interested in the choice that you make. |
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Referees

We don’t collect referee details in advance. If you are invited to interview we will ask you to provide contact details for two referees, one of which must be someone who has taught you or employed you in the past.

Declaration

*I understand that by submitting this application for employment I am giving EPI-USE Labs and Higher Capacity Ltd consent to collect and process by personal information in accordance with prevailing data protection law.*

*I declare that the information given in this application is accurate.*

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| Acceptance: | Choose an item. |

**Please return your application by email to** [**recruitment@highercapacity.co.uk**](mailto:recruitment@highercapacity.co.uk)