ICAEW Probate committee member recruitment

## application form

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| Section 1: Personal details |
| Title: | Forename(s): |
| Middle name(s): | Surname: |
| Address: | Telephone number: |
| Mobile number: |
| Email address:(this will be our main way of contacting you) |
| **Section 2: Further education and/or professional qualifications (if any)** |
| Name of college/university: | Name of college/university: |
| Subject: | Subject: |
| Grade/degree: | Grade/degree: |
| Dates: | Dates: |
| Name of college/university: | Name of college/university: |
| Subject: | Subject: |
| Grade/degree: | Grade/degree: |
| Dates: | Dates: |

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| Section 3: Employment history |
| Please provide below your last four most recent employment details |
| **Employment 1** | **Employment 2** |
| Employment dates: | Employment dates: |
| Company name: | Company name: |
| Company full address: | Company full address: |
| Job title: | Job title: |
| Job description: | Job description: |
| **Employment 3** | **Employment 4** |
| Employment dates: | Employment dates: |
| Company name: | Company name: |
| Company full address: | Company full address: |
| Job title: | Job title: |
| Job description: | Job description: |

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| Section 4: Why you are applying |
| Please explain why you are interested in becoming a member of the Probate Committee and what contribution you feel that you can make to the work ofthe committee (maximum 400 words). |

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| Section 5: Abilities and experiences |
| Having familiarised yourself with the qualities required for the this role and the role description (provided in the information pack), please give us at least two examples of your ability/experience in each of these areas. Your answers should demonstrate how you meet the essential competencies detailed or the relevant transferrable experience you believe will ensure you meet those competencies (maximum 400 words per competence). |
| Working effectively as part of a team |
| Assessing evidence, analytical skills and making decisions |
| Demonstrating fairness |
| Experience and/or understanding of the accountancy profession and its regulation |
| Reflective practice |
| Ability to manage and use technology as the primary mode of communication and as a means for reviewing documentation |
| Commitment to attendance of meetings |

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| Section 6: Entitlement to work in the UK |
| IN order to comply with the Asylum and Immigrations Act 1996, we are required to ask you to verify your entitlement to work in the UK. |
| Are you legally entitled to work in the UK? | [ ]  yes [ ]  no |
| Do you need a visa or work permit to work in the UK? | [ ]  yes [ ]  no |
| If Yes, please give details including expiry date and any restrictions: |

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| Section 7: Criminal convictions |
| Have you ever been convicted of a criminal offence? (Declaration subject to the Rehabilitation of Offenders Act 1974 – please do not disclose spent and/or protected convictions or cautions. To find out what this means please go to https://www.nacro.org.uk/resettlement-advice-service/support-for-individuals/disclosing-criminal-records/rehabilitation-offenders-act/) | [ ]  yes [ ]  no |
| If Yes, please give details: |

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| Section 8: Please provide two professional references |
| Name:Position:Company:Address:Telephone number:Email address: | Name:Position:Company:Address:Telephone number:Email address: |

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| Section 9: Declaration |  |
| To the best of my knowledge and belief, the information given in this form is correct. I understand that if I am appointed and this information is inaccurate, my appointment is liable for termination. |
| Signature: | Date: |
| Please tell us where you heard about this vacancy: |
| **[ ]** ICAEW website[ ]  Referral from ICAEW Employee/Committee memberPlease give name of employee/committee member: | **[ ]** LinkedIn**[ ]** Other (specify) |
| Please provide any additional information here: |