



# Graduate Application Form

(Actuarial & Analytics Scheme, 2020 intake)

Any information you provide to us will be treated in the strictest confidence, in accordance with our policy concerning your information within our Legal Notices, located at <http://www.tokiomarinekiln.com/legal-notices/>.

For information on how your data will be processed please refer to the Potential Candidate Information Notice available on the Internet under the Privacy Notice.

## Application Submitted via:

This agency has been selected to conduct the initial screening process and will represent your application to Tokio Marine Kiln:

Next Employment Limited [Amanda@nextemployment.co.uk](mailto:Amanda@nextemployment.co.uk)

**Please note that you must submit your application form to the above PSL agency only. Your application will be void, and will not be considered, if you apply via any other agency.**

## Personal Details

<i>First names</i> (underline name by which you wish to be known)	<i>Surname</i>
<i>Telephone or Mobile phone</i>	<i>Email</i>

**What is your eligibility to work in the UK?**

Please tick/highlight:

UK or EU citizen or resident

Hold current valid work permit (please give details below)

None

Please give details of your work permit, including type and expiry date: \_\_\_\_\_

**Notice period / Date you are available for employment:**

**How did you find out about our Graduate Scheme?**

TMK Website

Word of mouth

University Careers office/website (Please give details): \_\_\_\_\_

Recruitment Agency (Please give details): \_\_\_\_\_

Social Network Sites (Please give details): \_\_\_\_\_

Other (Please give details): \_\_\_\_\_

**PLEASE NOTE:**

**Applicants must be available to attend the final assessment day. Unfortunately, applicants who are unable to attend will not be able to be considered for our graduate scheme, as this is a key stage of the process.**

Key dates will be advised as soon as possible but are currently expected to be around **early October 2020.**

## Career Choice – Letter of Application

*Please explain to us:*

- *what attracts you to the particular graduate scheme you are applying for;*
- *why you think you are suitable;*
- *your career choice; and*
- *how you plan to achieve your goals in relation to this.*

## Education

*Secondary and other pre college/university education. Please include subject/courses and level (GCSE, AS, A etc).  
Give exam results with grades and dates:*

Names and Locations of schools/colleges	From	To	Level (GCSE, AS, A etc).	Subject	Results/Grades Achieved

University education, University/college	From	To	Degree (BA, BSc etc)	Class of degree (e.g. 2.1/1 <sup>st</sup> . Please note whether is expected or obtained mark)	Title of course

University/college of Postgraduate qualifications	From	To	PhD, MA, Diploma etc	Title of research topic and course
				Supervisor

*Detail any scholarships, awards or prizes won at school and university/college:*

*Describe any aspects of your course of particular interest to you and/or relevance to this application:*

*Additional general skills: (e.g. knowledge of foreign languages (indicate level of competence), computer literacy etc)*

## Activities and Interests

Please give details of your main interests and leisure activities, including membership of any sports teams, clubs, societies and voluntary work:

## Work Experience

*(Please include any paid or voluntary work. Feel free to insert additional lines if required)*

Name of employer	Position title	From	To	Type of work (full, part-time, temporary, placement etc) and nature of work performed.

Please describe what you have gained from your Work Experience/Positions of Responsibility/Activities & Interests, and how this would be beneficial to your application.

## Other Position of Responsibility

Describe any positions of responsibility held including dates and where held:

## Additional Information

*Please use this space to provide any additional information about yourself which you feel would support your application*

## Declaration

I \_\_\_\_\_ (**print name**) declare that to the best of my knowledge the information that I have provided is accurate and complete, that any documentation provided by me to the Company is genuine, and that I have not withheld any information which may have a bearing on, or any relevance to, my application for employment.

Date

Your signature