

WORK EXPERIENCE PROGRAMME

**Please fill in this questionnaire and send us a copy of your CV.
Any organisations we contact will want to see your profile i.e. the information below
Please make sure you attach a photo to your CV**

NAME

DATE OF BIRTH

CURRENT OCCUPATION / STUDIES

DATE OF PLACEMENT

QUALIFICATIONS

(eg degree, Cambridge exams etc)

JOB EXPERIENCE

Please begin with your current / most recent job – please give detail of your main responsibilities.
If you are not in work please give details of any work experience you have done.

SKILLS

Languages spoken:

Knowledge of computer programmes:

Experience of shop work:

Experience of working with children:

Anything else:

TYPE OF PLACEMENT REQUIRED

eg shop / hotel / business / childcare – please give as many details as possible.

REASON FOR CHOOSING A WORK PLACEMENT

What do you hope to learn?
What are your plans for the future?
How will this programme help you?
Anything else?

NB

The Globe will do its best to find you a suitable placement
BUT if you are here for a short time there are restrictions on the type of placement you will get.
Short term placements are hard to find as there is no real benefit to the hosting Company to provide you with training, so short term placements may be manual (shop work, stacking shelves, light cleaning etc)

If you are unhappy in your placement the Globe will do its best to find you another one
If we cannot change your placement you will be offered classes instead, provided we have a class at your level.

Please sign below if you agree.

I (name in capitals please)

Agree to accept the placement offered by the Globe and to do my utmost to complete the placement.

If the placement does not work out the Globe will do its best to offer me an alternative placement or lessons.

Signed:

Date