GEODE
Advise, Assist, Achieve

**Internships Programme Application Form: Work Shadowing**

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| Title of job to which your application relates:Click or tap here to enter text. |
| Surname: Click or tap here to enter text. | All initials: Click or tap here to enter text. |
| Address: Click or tap here to enter text. | Contact telephone number: Click or tap here to enter text. |
| Email address: Click or tap here to enter text. |

**References**

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| Please provide the details of two references.One must be your present/most recent employer. This person should be in a management/supervisory position. If no suitable reference, please provide a character reference (no family members allowed).The other must a nominated academic from your university who knows you well and can comment on your academic performance and character. |
| Referee 1 Name: Click or tap here to enter text. | Referee 1 Name: Click or tap here to enter text. |
| Position: Click or tap here to enter text. | Position: Click or tap here to enter text. |
| Organisation: Click or tap here to enter text. | Organisation: Click or tap here to enter text. |
| Address/ Location: Click or tap here to enter text. | Address/ Location: Click or tap here to enter text. |
| Tel. number: Click or tap here to enter text. | Tel. number: Click or tap here to enter text. |
| Email Address: Click or tap here to enter text. | Email Address: Click or tap here to enter text. |

Copy CV here (and delete this)

Copy covering letter here (and delete this)

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**Aptitude Questions**

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| 1. Describe an occasion where you led other people. How did you influence the actions or opinions of the group to achieve your goal(s)? How did you know the result was satisfactory? (250 word limit)Click or tap here to enter text.  |

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| 2. Describe a difficult problem that you have solved. Why didn’t it go to plan, and how did you develop a solution? What would you do differently next time? (250 word limit)Click or tap here to enter text. |

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| 3. Describe an occasion when you sought out a challenging new situation in order to develop yourself. What did you learn about yourself in this process that would help you in the job you are applying for? (250 word limit)Click or tap here to enter text. |

**Reflection Exercise**

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| 4. To get the most out of internships, the ability to reflect on your skills, experiences, and actions is vital. Please reflect on your experiences at a recent employment related event or workshop. Consider what you learnt and what this means moving forwards. (250 word limit)Click or tap here to enter text. |