**GRADUATE APPLICATION FORM**

1. **Personal Details**

|  |  |  |  |
| --- | --- | --- | --- |
| First Name |  | Other Names |  |
| Post Office Address |  | Post Code |  |
| Cell Phone Number |  | City/Town |  |
| Date of Birth |  | Email Address |  |
| Nationality |  | ID/Passport No. |  |

1. **Education**

For each institution you have attended, please provide the information below, in the space provided. Begin with your most recent school attended and work backwards.

**University Details:**

|  |  |
| --- | --- |
| University |  |
| Degree |  |
| Concentration/Major |  |
| Date From |  |
| Date To |  |
| GPA/Grade Attained |  |
|  |  |
| University |  |
| Degree |  |
| Concentration/Major |  |
| Date From |  |
| Date To |  |
| GPA/Grade Attained |  |

**Professional Courses:**

|  |  |
| --- | --- |
| Institution Name |  |
| Course Name |  |
| Course level |  |
| Date From |  |
| Date To |  |
| GPA/Grade Attained |  |
|  |  |
| Institution Name |  |
| Course Name |  |
| Course level |  |
| Date From |  |
| Date To |  |
| GPA/Grade Attained |  |

**High School Details:**

|  |  |
| --- | --- |
| High School |  |
| Date From |  |
| Date To |  |
| “A”-Level |  |
| “A”- Level Overall Grade Obtained |  |
|  |  |
| High School |  |
| Date From |  |
| Date To |  |
| “O”-Level |  |
| “O”- Level Overall Grade Obtained |  |
| Mathematics grade |  |
| English grade |  |

1. **Work Experience**

Please indicate any internship and or vacation jobs and/or previous full time employment.

|  |  |
| --- | --- |
| Organisation Name |  |
| Start Date |  |
| End Date |  |
| Position Held |  |
|  |  |
| Organisation Name |  |
| Start Date |  |
| End Date |  |
| Position Held |  |

1. **Language**

Please identify known language and indicate your competence level for each language e.g Good, Very good, Excellent.

|  |  |
| --- | --- |
| Language |  |
| Speak |  |
| Read |  |
| Write |  |
|  |  |
| Language |  |
| Speak |  |
| Read |  |
| Write |  |
|  |  |
| Language |  |
| Speak |  |
| Read |  |
| Write |  |

1. **Personally Fit**

Describe yourself in fifteen (15) words.

|  |
| --- |
|  |

1. **Career Motivation**

What attracts you to BDO?

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| --- |
|  |

1. **Positions of Responsibility and skill**

Describe any 2 key positions fof responsibility you have held in the last 4 years as well as software tools you have worked with in the past

|  |
| --- |
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1. **Personal Interests**

Describe any personal interests you have pursued in the last 3 years which have given you a great sense of achievement.

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| --- |
|  |

1. **Interviews at BDO**

Please give details of any previous interviews to or employment by a BDO member firm

|  |  |
| --- | --- |
| BDO Office |  |
| Position Interviewed/employed |  |
| Date when Interviewed/employed |  |

1. **Referees**
2. Your University/College authority where not applicable, your immediate supervisor.

|  |  |
| --- | --- |
| Name |  |
| Organisation and Position |  |
| Relationship with Referee |  |
| Years Known |  |
| Postal Address |  |
| Day Phone |  |
| Email |  |

1. Two non-relatives who have known you for at least 10 years

|  |  |
| --- | --- |
| Name |  |
| Organisation and Position |  |
| Relationship with Referee |  |
| Years Known |  |
| Postal Address |  |
| Day Phone |  |
| Email |  |
|  |  |
| Name |  |
| Organisation and Position |  |
| Relationship with Referee |  |
| Years Known |  |
| Postal Address |  |
| Day Phone |  |
| Email |  |