**Application for employment** Private and Confidential

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| **Instructions**  |

**Application Form for Graduate Program**

Please complete the application form. Upon completion of the application form, please send it to hr@treppides.com

Please note that we do not process application forms that are not fully completed.

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| **Job Position and Office Location**  |

Choose an item.

**\*Preferred Department:**

Choose an item.

**\*Preferred Qualification:**

**\*Preferred Location:**

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| **Personal/Contact details**  |

Click here to enter text.

**\*Title:**

Click here to enter text.

Choose an item.

**\*Name/Surname:** **Gender:**

Click here to enter text.

**\*Date of Birth:**

Click here to enter text.

**\*Permanent Address:** **City:**

Click here to enter text.

Click here to enter text.

**Postal Code:**

**\*Telephone Number \*(Mobile):** **(\*Home):**

Click here to enter text.

**\*Email Address:**

Click here to enter text.

**\*Nationality:**

**\*Have you even been to an interview with K.Treppides & Co Ltd in the past?** [ ]  **Yes** [ ]  **No**

Click here to enter text.

**If yes, when and for what position:**

**Please give details of any person related to you who is connected with K.Treppides & Co Ltd:**

Click here to enter text.

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| **Status**  |

Choose an item.

**\*I am currently a:**

Click here to enter text.

**If other please specify**:

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| **Education**  |

1. **\*Secondary Education**

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| **High School** | **\*From (MM/YY)** | **\*To (MM/YY)** | **\*Final Grade** |
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1. **Additional Examinations**

e.g. (GCSE, GCE, IELTS, GMAT, TOEFL, LCCI, etc)

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1. **Undergraduate/Postgraduate Studies**

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| **University/College** | **Course title****(e.g. BSc Accounting)** | **From****(DD/MM/YY)** | **To (DD/MM/YY)** | **Final/****Expected Grade** |
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| **Professional Qualifications (e.g. ACA, ACCA)**  |

Note: This part should be completed only if you are currently pursuing a Professional Qualification (ACA/ACCA)

Click here to enter text.

**Date registered as a student:**

Click here to enter text.

**Student Number:**

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| **Papers of ACA/ACCA** | **Exceptions** | **Grade** |
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| **Language Skills**  |

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| **Language(s)** | **Excellent** | **Good** | **Basic** |
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| **Computer Skills**  |

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|  | **Excellent** | **Good** | **Basic** |
| MS Office (i.e. Word, Excel, Powerpoint) |[ ] [ ] [ ]
| Other: |[ ] [ ] [ ]

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| **Employment History**  |

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| **Period** | **Employer** | **Position/Duties** |
| **From** | **To** |
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| **Interests/Hobbies**  |

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| Click here to enter text. |

Click here to enter text.

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| **Military Service (only for male)**  |

Period Served/ Specialization:

If you have not served/completed your national service, please state the reason

Click here to enter text.

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| **References**  |

|  |  |  |  |
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| **1.\*Name/Surname** |  | **Job Position** |  |
| **Telephone** |  | **Email** |  |
| **2. Name/Surname** |  | **Job Position** |  |
| **Telephone** |  | **Email** |  |

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| **Prizes/Awards**  |

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| **How did you hear about us?**  |

[ ]  University Career Event [ ]  Career Fair

[ ]  Treppides Website [ ]  From a K.Treppides & Co Ltd employee

[ ]  From a friend [ ]  Newspaper Advertisement

[ ]  Other