

**MM QUALITY CONTROL MANUAL  
STANDARD QUALITY CONTROL FORM:**

**MM1**

**APPLICATION FOR TRAINING/EMPLOYMENT  
CONTRACT**

**APPLICATION FOR**

(Indicate below the purpose of your application)

**TRAINING/EMPLOYMENT CONTRACT**

**VACATION EMPLOYMENT**

Preferred starting date: \_\_\_\_\_

**PERSONAL**

Student number:		
Surname:	Title:	First names:
Term address:		Postal address:
Telephone number:		Home Telephone number:
Fax number:		Fax number:
E-Mail address:		Cell No.:
Nationality:		
If not South African, do you have a		Alternative contact person:
- permanent residence permit	Yes/No	Relationship:
- work permit	Yes/No	Telephone number:
(expiry date )		ID Number:
Date of Birth:		

Languages (please specify)	SPEAK			WRITE		
	Well	Fair	Poor	Well	Fair	Poor

**SCHOOL EDUCATION**

High school attended:	From:	To:	Year matriculated:
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Subject	Grade	Symbo l	Subject	Grade	Symbol
1.			4.		
2.			5.		
3.			6.		

## TERTIARY EDUCATION

If not currently registered at a tertiary institution, which do you plan to attend?

University/Institution	From	To	Degree / Diploma

Details of subjects completed

1 <sup>st</sup> Year	%	2 <sup>nd</sup> Year	%	3 <sup>rd</sup> Year	%	4 <sup>th</sup> Year	%	5 <sup>th</sup> Year	%

Subjects to be written this year and semester results:

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Scholarships, academic distinctions or other personal achievements;

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Are you currently in receipt of a bursary from another organisation? (If yes, please give details and commitments)

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## EXTRAMURAL ACTIVITIES

Please record your non-academic activities (e.g. participation in societies, sport, extra-curricular activities, voluntary services).

Mention any posts of responsibility. What have you contributed and how have you benefited?

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## PREVIOUS EXPERIENCE

Name & location of employer/organisation	From	To	Nature of work

Are there any particular skills and insights, which you have gained from this work?

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## REFERENCES

Name:	Name:
Relationship:	Relationship:
Address:	Address:
Telephone number:	Telephone number:

## CAREER AMBITIONS

Why have you chosen chartered accountancy as a career? Refer to any alternatives which you may have considered. Explain how you believe your personal qualifications and abilities could help you to become a successful chartered accountant with Mervitz & Malan?

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**ADDITIONAL INFORMATION**

How were you referred to Mervitz & Malan?

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Have you previously applied to the firm? If yes, when?

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I declare that the information contained in this application is true and correct.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_