



## Part A – Work Experience Personal Information Example

Personal Information	
<b>First Name</b>	Joe
<b>Last Name</b>	Blogs
<b>Address Line 1</b>	123 Stoke Hill
<b>Address Line 2</b>	Weston Road
<b>Address Line 3</b>	Sunny set view
<b>Town/City</b>	Bath
<b>County</b>	BANES
<b>Postcode</b>	BA13NG
<b>Home Telephone Number</b>	01225 123456
<b>Mobile Number</b>	07123456789
<b>Preferred telephone number to be contacted on</b> (please delete accordantly)	Home Mobile
<b>Preferred email</b>	joeblogs@sunnyset.co.uk
<b>What school do you attend</b>	BANES School
<b>What school year are you in</b>	12
References	
<b>Details of the person who will be providing the schools reference. This period should cover at least 3 years.</b>	Title: Head of year Name: John Smith Email: John.smith@banesschool.co.uk
<b>Additional referee details if needed to cover the 3 year period</b>	Title: Head teacher from previous school Name: Sue Mocks Email: sue.mocks@banesschool.co.uk  Title: Name: Email:

## Part B – Work Experience Supporting Information Example

### Qualifications (Example)

*Please provide all relevant training and qualifications, also indicate subjects currently being studied and predicted grades.*

**Education & Professional Qualifications:** We would like to know the names of the secondary schools or college you attend or have attended. Please add the dates you were at each. Please also give details of any relevant qualification's you have studied and the grades.

**Example:** I am a Year 12 student from Culver hay School, studying Chemistry, Biology and Economics, etc.

**Example:** GCSEs: Sociology – 9, Music – 9, French, 9, History- 9, Maths – 8, English literature 8, English language – 8, combined sciences- 87

A level predicted grades: Biology – A, Psychology – A\*, French – A, Core Maths – A

**Example:** I'm very keen on gaining some practical/clinical work experience in Trauma, Osteopathy and musculoskeletal conditions, like spinal issues and knee conditions especially, because I am an aspiring osteopathy consultant; I am applying for medical school. This pathway has been my passion since I joined Culver hay. I've always had a determined mind set in learning sciences and about the human body.

### Supporting Information (Examples)

In this section please give your reasons for applying for this post and additional information which demonstrates that you have read the published person specification and how you meet the essential and (where relevant) desirable criteria for this particular position. This can include relevant skills, knowledge, experience, voluntary activities, training etc.

If relevant to the post for which you are applying, you should include details about research experience, publications or poster presentations, clinical care (knowledge and skills) and clinical audit.

**This section is important. Please state strengths, skills, what you would like to apply for i.e. Admin, Doctor, Nursing, Physiotherapy etc. Also please state if you have done any volunteering and any extracurricular activities.**

### Why would you like to do work experience at the RUH?

Example Looking at courses that I could take in college/university has been a very inspiring task and has lead me to take a high interest in my possible career options for the future. I have taken a particular interest in careers in medicine/nursing/Allied Healthcare/management etc. and, after researching the different pathways in the NHS, I feel very excited by the prospect of gaining experience with real doctors/nurses/physios/managers. This is to explore further what type of career interests me most in the NHS, RUH particularly.

### What do you hope to learn or get a better understanding of?

Example I hope to get a better understanding of what day-to day work looks like with a variety of roles within the NHS/RUH in a patient facing role. I would love to see what work is done by doctors/nurses/HCA/physios and other staff behind the scenes – to find out about the things that people may not realise entails working in the NHS and the environment they are working in.

### What qualities do you think are important for NHS health professionals?

Example I think there is a wide range of qualities to be a NHS health professional. This is can include commitment to the role, enthusiasm, hardworking, good communication skills. I think people skills are also important particularly working in a team and are essential for patient care.



**Royal United Hospitals Bath**

NHS Foundation Trust

**What does teamwork mean to you?**

**Example:** Teamwork means to me to be able to work in a team with either friends, family, colleagues to complete the goal efficiently and in a timely manner even though sometimes this might be challenging.

**When have you been part of a team?**

**Example:** I currently play in a netball/football/hockey/rugby team. We regularly meet for practice sessions after school and we evaluate how the exercise went. We know what we can improve next time and as we work as a team everyone has their input and say.

**Outside of your education, what else are you doing to gain extra knowledge and skills in relation to healthcare?**

**Example:** Something that I love doing to gain extra knowledge outside of school is reading. Reading a book about a topic that interests me is a great way to gain more information on it.

**Example:** I also volunteer at a charity shop on the weekend. This helps me with my communication skills, and I love helping out the community.

**Further questions**

**The questions in this section are customised to the post for which you are applying.**

**What types of work experience are you interested in undertaking please indicate your main areas of interest only or if you are not sure put other.**

**Examples below of what could be offered**

Medicine , Nursing, Physios, Administration, Pharmacy, Lab work, Audiology, Research & Development, Dental, Dietetics, Finance, Estates & Facilities or Other

<p><b>If you have answered other to the question above please name the area you are interested in e.g. finance, HR, IT, facilities laboratory work. If not please write not applicable</b></p>	<p>HR, IT example</p>
<p><b>Have you applied for work experience with the RUH in the past?</b></p>	<p><b>YES/NO</b> delete appropriately</p>
<p><b>If you responded yes to the question above please give details as to whether you were successful and if so when you last did work experience with us if you responded no please write not applicable</b></p>	<p><b>(Please give details)</b></p>
<p><b>Where did you hear about work experience at the Royal United Hospitals NHS foundation trust please give details</b></p>	<p>School, College, Internet, RUH website, Word of mouth, Careers advisor</p>
<p><b>Any Volunteering Experience within the RUH</b></p>	<p><b>YES/NO</b> delete appropriately and give details  <b>Example:</b> Local Care Home</p>

Once completed please return this application form to [ruh-tr.wexapplications@nhs.net](mailto:ruh-tr.wexapplications@nhs.net) by midnight on Friday 6<sup>th</sup> January 2023. Thank you for your application