

# NHBC Apprenticeship

In order to complete our application form you need the following information:

- **Your own email address**
- Your **National Insurance Number**
- **Scottish Candidate Number** if you live in Scotland
- **English and Maths** results (or your expected results)
- Your preferred career path as you will need to tell us of at least one choice in your application form. We might offer you an Apprenticeship in an alternative trade but we will always ask you before we do this.
- **The contact details of any company** which has offered you employment in construction. This includes a reference ID you may have been given by an employer.

## Fair Processing Notice

The information provided to the National House Building Council (NHBC) in this form will be used for the application and administration of an apprenticeship.

Your data will be held securely and treated confidentially and will not be disclosed to external parties other than as required for the purposes described above, which will include:

- Sharing with Education & Skills Funding Agency (ESFA)
- Sharing with current or prospective employers (if applicable)
- Publishing your achievements within ESFA policy
- Sharing with awarding organisations or competency card schemes if you apply for their products

For information explaining your legal rights and how we use your information, please visit [www.nhbc.co.uk/legal/privacypolicy](http://www.nhbc.co.uk/legal/privacypolicy).

## Section 1: Applicant details

Title: First name(s):

Last name:

Address:

Postcode:

Date of birth:

Mobile phone number:

Home phone number:

Email address:

National Insurance Number:



**Do you have any GCSE Qualifications in English & Maths** Yes No

**English** - specify grade **Maths** - specify grade

Please note that you will be required to provide certificate evidence. It can help speed up your application if you submit them with this form.

**Do you consent to NHBC accessing your Public Learner Record to confirm your prior qualifications?** Yes No

**Nationality:**

**Country of permanent residence:**

I am lawfully and normally resident in the UK and have been for the past 3 years. Yes No

**If No, complete the rest of the section (Passport and Immigration Document required)**

**Are you in the UK / EEA on a work visa?** Yes No

**Are you an Asylum seeker?** Yes No

**Do you have UK / EEA Residency Status?** Yes No

**Are you a Refugee?** Yes No

## Section 2: Employer details

If you are employed or you've been offered a role with an employer already, please enter their name, the town in which they are located and a contact phone number. The details entered here should be about your current construction employer, or one who has offered you employment in the Apprenticeship role of your choice.

**Please tick if you haven't yet got an employer** and leave the fields below empty

Company name:

Region/division (if appropriate):

Address:

Postcode:

NHBC registration number (if registered):

## Section 3: Employer contact information

This should be an employer contact we can liaise with regarding this application form and the sign-up process.

Title: First name(s):

Last name:

Job title:

Telephone number (daytime):

Mobile phone number:

Email address:

Employer signature:

Date:



## Section 4: My career interests

Please tick the area of Apprenticeship for which you are applying:

Bricklaying

Construction Site Supervision

Groundworks

## Section 5: Prior experience and career aspirations

Please detail your experience in construction.

List any construction related qualifications you may hold or apprenticeships you may have undertaken. E.g. SSSTS, SMSTS, skilled trade apprenticeships, management or construction management qualifications.

Why do you want an apprenticeship in construction?

## Section 6: Name and date

Please confirm your name and the date of your application.

Name:

Date of application:



**NHBC Building Control Services Limited**

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