

Professional Qualifications currently held: how obtained, grade and date

Other relevant Educational or Training Courses, with dates

3. PRESENT POST

Title of Post:

Company:

Please outline your responsibilities, to whom you are responsible and staff responsible to you (if applicable):

4. CAREER HISTORY

Department/Employer	Position held	Dates		Reason for job move	Final Salary or Job Group
		From	To		

Description of duties:

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Description of duties:

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Description of duties:

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Description of duties:

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Description of duties:

5. RELEVANT SKILLS, ABILITIES, KNOWLEDGE, EXPERIENCE AND WHY YOU WISH TO BE A SOL RETAILER:

AREAS OF EXPERTISE

KNOWLEDGE AND EXPERIENCE

REASONS FOR APPLYING

6. OTHER INFORMATION – Company Description (Description of the people involved in starting the business).

- **Management Structure and areas of responsibility:**
- **Advisors** (if applicable) – financial and legal with names, addresses and contact details.
- **Staffing and Operations:** - State the intended structure of the company, showing how the management and staff of the new venture will be organized.

7. OTHER INFORMATION – Funding Description (Description of how the business will be funded).

Sources:

8. OTHER INFORMATION – Business Plan (Submit a simple business plan for your new venture)

The Business Plan should contain the following;

- **Market Opportunity**
- **Marketing/Sales Strategy**
- **Management Team**
- **Track Record (if any)**
- **Sales and Financial projections**
- **Funding Requirements**

9. REFERENCES (including current supervisor)

Reference 1

Reference 2

Title (Mr, Mrs etc):		Title (Mr Mrs etc):	
Full Name:		Full Name:	
Job Title:		Job Title:	
Organisation:		Organisation:	
Tel No:		Tel No:	
E-mail address:		E-mail address:	
Fax No:		Fax No:	

10. DECLARATION

I declare that the information given in this application form is true and complete.

Name:

Date: