Apprenticeship Application Questions

Please use the relevant section in the online application to complete your answers to these questions. Please provide as much detail as possible using examples of your skills, knowledge and experience. These can be both work and life experiences.

The answers you provide will determine whether your application is progressed to interview.

1. Lewisham Apprenticeships are ring-fenced to Lewisham residents. Please confirm you are a Lewisham resident?

2. What is your understanding of Equal Opportunities?

3. Why are you applying for this role?

4. What skills do you have that you feel make you the best candidate for this role?

5. This role is based within the Planning and Strategic Planning Team, what is your knowledge or understanding of the role this team plays within the Council?

6. This role involves dealing with enquiries from the general public. What experience do you have of providing customer service and what do you think are the key aspects of providing good customer service?

7. Please tell us about a time you used your initiative to solve a problem?

8. Can you please provide us with an example of when you have had to deal with a stressful situation and how you dealt with it?

9. Can you please tell us about a time when you have had to work without supervision and how you dealt with the situation?

10. Please tell us about the IT packages you have used previously and what you have used them for. E.g Using Word to write letters

11. The team works with data that needs to be entered onto the system with a high level of accuracy. Can you please provide example of a time you have had to deal with important information and how you checked your work?

12. This role involves completing a qualification whilst working, please can you explain how you would effectively balance your work load and any ‘tools’ you would use.