

Application dates 2018/19

London training contract

Winter application window
1 Oct 2018 – 3 Jan 2019

Summer application window

3 June – 18 July 2019

London-Asia training contract

1 Oct 2018 – 31 Jan 2019

Summer vacation scheme

1 Oct 2018 – 3 Jan 2019

Workshops

For details on our workshops and two-day programmes, see freshfields.com/ukgraduates.

Contact us

Freshfields Bruckhaus Deringer LLP
65 Fleet Street
London

EC4Y 1HT

T +44 20 7785 5554

E ukgraduates@freshfields.com

For more information about application eligibility, please see our website.

 freshfields.com/ukgraduates



 Freshfields Bruckhaus Deringer | 275 YEARS

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Successful interviews

If you've received an interview invitation, well done – you're already doing extremely well. The next stage is a half-day assessment at our London office. There will be two hour-long interviews, each conducted by two interviewers – usually a partner and an associate:

1. The general interview

A chance to tell us more about you and your skills; and

2. The analytical interview

An assessment of your 'business mind' where you'll read a press article and then discuss it with the interviewers.

As much of our client work involves writing, you'll also complete a 45-minute written exercise before the first interview.

Between the two interviews you'll have a tour of the office with a trainee who can answer your questions in a more informal setting.

Before the interview

We're interested in your background and experience, and in assessing your ability to argue, your eye for detail and how self-aware you are. Try to think of some examples of when you've worked in a team, dealt with a difficult individual or organised a project or event. Also, try to think of times when things didn't go well and what you did in response.

For the analytical interview, read recent issues of the *Financial Times* or *Economist* to get an idea of the political, economic and financial developments that affect our clients.

You should also think about the sort of work that Freshfields does, what being a trainee here involves and why you are well-suited. Talking to current trainees or other people at open days or workshops is great but there is also lots of information available on our website.

 Read more online: freshfields.com/ukgraduates

Interview checklist

- Plan what you're going to wear – we expect business attire
- Arrange how you're going to get to our Fleet Street office with time to spare – we provide a contribution towards travel expenses and overnight accommodation if necessary
- Think of questions to ask the interviewers
- Practise interviews with a friend or relative

During the interview

An interview is a two-way street: an opportunity for you to assess the firm and for us to see if you are who we are looking for. Be yourself – open and honest about what motivates you, about your strengths and weaknesses, about why you want to work here and about any concerns you may have. Ask any questions about what we do or what working here is like and we'll do our best to answer.

The general interview

When you introduce yourself to your interviewers, you want to appear (and feel) confident, so take a deep breath, shake their hands, look them in the eye and smile. Try to relax.

If you're unable to answer a question, say so. We're not trying to trick you. Make notes if you want and ask any questions you've prepared or thought of during the interview.

The analytical interview

You will have 20 minutes to read an article, possibly from the *Financial Times* or *Economist*. We'll then ask you questions about what you've read. These will test your:

- understanding of the business and legal world; and
- ability to take a position on an issue.

After the interview

Firstly, feel proud of yourself. You'll hear the outcome after we have completed all the other interviews. If you are successful, you'll get a call from one of your interviewers. Our graduate recruitment team will follow up with further details.

Don't be too downhearted if you're unsuccessful – interview technique is a skill that needs practice, so your time hasn't been wasted. And we'll give you feedback if you'd find it helpful.

Advice on your Freshfields application and interview

Expect to feel prepared.



Freshfields

A great application is open, honest and engaging.

Your application should clearly explain why you are a great candidate and why Freshfields is your firm of choice.

Remember that a real person will read your application and has only your words to make a decision.

How to write a good application

What we ask for may differ from what other firms request. We want an 850-word personal statement about you and why you have applied to us.

About you

The personal statement is all about who you are. Tell us about activities during university, your hobbies and interests, your work experience and your reasons for applying. Don't paste a bullet-point extract from your CV.

Demonstrate you have thought about what we and our clients need, and that you have the potential to be a great trainee. It's about more than just your academic achievements – showing us you have a range of interests and hobbies will bring your application to life.

Why law?

You should have a clear idea of why you want to work at a firm like Freshfields so make this reason clear.

Try to avoid the phrases we see all the time: 'I enjoy being challenged' or 'I find the law interesting'. Instead say why legal work will stimulate you and what your longer-term career ambitions are.

We already know all the facts and figures from our website so include something about the firm only if it genuinely supports a point you're making.

Why does Freshfields appeal to you? Do you want to join an international firm? Or have you heard good things about us from a trainee? Be as specific as you can.

A good lawyer at a firm like ours has various attributes: an interest in business; time management skills; and the ability to work well in teams.



Make it clear why our work interests you – and why you are interested in Freshfields.

Tailor your information and don't repeat

Avoid repetition. You have a limited number of words so don't waste them. We already know your name and university from the personal information section, so you might not want to repeat that through the personal statement.

Simple, direct, distinctive

We read a lot of application forms so avoid cliché. Try not to talk about 'honing' your analytical skills. Avoid 'relishing' the chance to work on 'cutting-edge, high-profile deals'. Find meaningful words of your own.

Keep your sentences short. Long sentences can be difficult to follow.

Tone is important. Don't be too informal – or deferential. We want your writing to reflect who you are.

Finally, structure what you say. Put what's most important first and don't forget to use paragraphs.

Great writing is re-writing

The work our lawyers produce has to be spot on. It doesn't look good if the first document you write for us has errors.

Read out what you've written, edit it and edit it again. Then get someone else to read it and make suggestions.

Balance and evidence

If you are going to claim an attribute, such as being a team player, you need to provide evidence – for example, you play football or sit on a committee at university.

Include as much relevant information as possible – legal experience and any other relevant work, even if unrelated to law. Working part-time outside of your studies might tell us about your sticking power and ability to work in teams, for example.

If your exam results one year weren't what you were expecting, explain why – and say how you've tried to improve things. We can take this into consideration when reviewing your application.

Finally, tell us about what you do outside work and your studies. We want to know what makes you tick.

Ask someone else to check your application.

