

APPLICATION FORM 1

APPLICATION FORM: GLOBAL TRAINING PROGRAMME 2019-2020 – INTERNSHIP INFORMATION


CORPORATIVE INFORMATION		
Name of the company	MAILEN DESIGN	
Contact Person	Ben Mailen Email: <input type="text"/>	
Location	Country	UK
	City	London & Oxford
	Address	14 Clerkenwell Green, London, EC1R 0DP
Sector	Architecture & Design	

PROPOSED INTERNSHIP INFORMATION		
Number of trainees to host	1	
Extension time (extra months and salary) OPTIONAL <i>SEE DOCUMENT: "FORM 2_Global Training 2017 extension preliminary agreement"</i>	Extra months	Si al finalizar los 6 primeros meses la empresa y el becario desean prorrogar la estancia, se ofrece la posibilidad de prorrogar 3 meses más
	Monthly payment for extra months	Durante la prórroga opcional, la mensualidad sería de:1358

INTERNSHIP/PLACEMENT INFORMATION	
Department (in case you want more than 1 trainee, indicate the different departments where they will work)	All within the design office, we work together in one department, but we are planning opening a second office in Oxfordshire
Description of project/activities (in case you want more than 1 trainee, indicate the different projects/activities on which they will work)	<ol style="list-style-type: none"> Architectural Design, Detailing, Interior Design REVIT, BIM Technology, 3D Modelling, Technical Detailing, Construction

COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS	
Requested profile(s) information (Studies, previous experience, language skills, other skills...)	Good spoken and written English Strong design skills AutoCAD & Revit software Adobe suite (photoshop Illustrator InDesign) Creative Flair
Other commentaries	<u>Technical detailing and knowledge of construction is not necessary but a benefit.</u> <u>We very much welcome candidates with a good knowledge of Revit BIM software</u>

INFORMATION ABOUT THE COMPANY/INSTITUTION

LOGO	
WEBSITE	www.mailendesign.com
INFORMATION ABOUT THE CITY AND THE AREA WHERE THE COMPANY/INSTITUTION IS LOCATED (General information about SECURITY, ACCOMODATION, PUBLIC TRANSPORT...)	<p>We have one office located in the centre of London in the Clerkenwell Design District. The office is well connected by London public transport and is close to many pubs, cafes, restaurants, showrooms and galleries.</p> <p>We are opening a second office close to Oxford which will be in a rural location with good amenities in an uplifting countryside environment with great links to nature, trails, cycling routes, running routes, boating on the river etc.</p>
GENERAL INFORMATION ABOUT THE COMPANY/INSTITUTION	<p>We are a design lead Architectural Design Practice working on a range of building and interior design projects of many scales, uses and locations. We have recently been shortlisted as UK Young Architect of the Year and have received many awards for the quality of our Architectural Design</p>
SIZE OF THE COMPANY (EMPLOYEES)	<p>6 in London (Within a shared office of another 7 people – total office size 13) 6 more staff planned for the Oxford office</p>
NUMBER OF PEOPLE AT THE DEPARTMENT WHERE THE TRAINEESHIP WILL TAKE PLAKE	See above
MAIN ACTIVITY OF THE COMPANY/INSTITUTION	Architectural Design
A BRIEF EXPLANATION OF MAIN PROJECTS	<p>Residential, museum, hotel, restaurant and many mixed use design projects of different sizes. Some are at early design stage, some are currently on site being constructed.</p>
PREVIOUS COLLABORATION IN INTERNSHIP/TRAINING PROGRAMMES?	<p>We have collaborated with the programme every year since 2012 and many of our interns stay on afterwards as full time employees. Our very first intern stayed for 3 years, we currently have 2 candidates on an internship, and another candidate who did her internship with us 2.5 years ago and has been a full time employee ever since. She has since fully qualified as an Architect registered in the UK and has gained considerable experience in the office.</p>



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OTHER COMMENTARIES

There is a great opportunity to join a relatively Young practice but that has a great deal of experience, at a time when we have been picked as one of the best Architecture studios in the UK. There is a very international feel to the office, with several Basque and Spanish employees. The opening of the second office in rural Oxfordshire will give a candidate the choice of inner city London, or beautiful Oxford countryside.