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Date Registered:

Update 1:

Update 2

Update 3:

Adapt ID:

**Application Form**

**Personal Information:**

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| **Title**: MR/MRS/MS/MISS/OTHER | **Permanent Temporary Contract** |
| **Full Name:** | **Mobile No:** |
| **Home Tel. No:** | **Email:** |

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| **Home Address:** |
| **Postcode:** |

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| **Transport:** Car/Motorbike/Bike/Public | **Full Driving License:** YES/NO |
| **How did you hear about Futures?** | |

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| --- | --- |
| **Employment History:** | |
| **Name of Company:** | Type of Business: |
| Address: | Position Held: |
| Duties & Responsibility: | |
| Length of service: From To | Leaving Salary: |
| Reason for leaving: | |
| **Name of Company:** | Type of Business: |
| Address:  Tel No. | Position Held: |
| Duties & Responsibility: | |
| Length of service: From To | Leaving Salary: |
| Reason for leaving: | |

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| --- | --- |
| **Employer References:** | |
| Company:  Name:  Contact No:  Email: | Company:  Name:  Contact No:  Email: |

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| **Data Protection Statement** |
| I have not withheld information that may affect my application for appointment; I understand that false information or omissions may lead to dismissal; DATA PROTECTION ACT 2018  The information that you have provided will be handled and processed in accordance with the Data Protection Act 2018. If you are appointed, the information will form part of your personnel record and may be used by Futures Recruitment Services for business purposes including the prevention and detection of fraud.  I declare that the information given is true. I declare that I am not on List 99, disqualified from working with children or subject to sanctions imposed by a regulatory body and accept that false information may result in my application being disqualified and if appointed could lead to dismissal.  Full Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Birth\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Data Usage Policy** |
| I agree that Futures Recruitment Services LTD will hold my personal information for the purposes of recruitment. **I agree to be contacted by Futures Recruitment Services via:**  **Email € Text € Telephone € Post €**  To view our full Data Protection Policy – please visit [www.futuresrs.co.uk](http://www.futuresrs.co.uk) or contact the Data Protection Officer for a copy of our policy – jobs@futuresrs.co.u |

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| **REHABILITATION OF OFFENDERS ACT 1974** |
| As an exception to the Rehabilitation of Offenders Act 1974 for certain roles and professions you are required to disclose all spent and unspent conviction. |

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| **ADVISORY & DECLARATION NOTE** | | | |
| Do you have any unspent criminal convictions? YES/NO  If Yes, please list your criminal convictions and their dates below. The information you give will be treated in confidence and only taken into account where, in the reasonable opinion of Futures Recruitment Services, the offence is relevant to the post for which you are applying. Failure to declare a conviction may require us to exclude you from our register or terminate an assignment if the offence is not declared but later comes to light. | | | |
| **ADDITIONAL DETAILS** If you answered YES to any of the above please provide details below | | | |
| DATE | COURT | DETAILS OF OFFENCE | SENTANCE |
|  |  |  |  |
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| **Candidate Declaration** |
| **I certify that the information supplied is correct and accurate and authorise Futures Recruitment to act on my behalf. I consent to any information being released about my work or health record to any prospective employer.**  **If at any point during my temporary assignment, the client wishes to employ me directly, I acknowledge that Futures will be entitled either to charge the client an induction fee, or agree to an extension of the assignment.**  **Personal information (i.e phone numbers) will not to be given to a client directly; all correspondence should go through Futures.** |

**Applicant Signature: ………………………………………………**

**Applicant Name: …………………………………………………….**

**Date: …………………………**

**(We do accept a typed signature to avoid printing.)**