



Candidate Registration Form

Thank you for your interest in registering your details with the HR Service at GCVS. Your details will be kept within our Recruitment Support Database and in line with the Data Protection Act 2018. Organisations may contact us for candidate recommendations when they are recruiting for a vacancy. By completing this form, you are agreeing to GCVS holding your details and putting you forward for vacancies to organisations (we would only do so following confirmation from you of your potential interest in the vacancy).

Contact Details and Data Protection Declaration

Data Protection Act 2018

Please read and sign below:

I give my consent to GCVS holding and processing data which is relevant to the recruitment process. This includes sensitive personal data which will be used for monitoring purposes.

Signature_____

Date_____

Personal Details		
Full Name		
Address		
Post Code		
Email Address		
Phone (mobile)		
Phone (home)		
Locations where willing to work incl. homeworking		
If homeworking is of interest, how often would you like to work at home?		
Salary expectations		
Number of hours willing to work and details of suitable work patterns		
Minimum contract willing to accept e.g. 1 month, 6 months, permanent, etc.		
Driving Licence	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Access to own vehicle	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Insured for business use	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Referees – Name, organisation, contact details and how they know you	Referee 1	Referee 2

Educational, Professional or Training Qualifications

Qualification gained (in full) and pass level	Date obtained

Experience

Current or Most Recent Employer

Name and Address	
Position	
Date appointed	
Date of leaving (if applicable)	
Reason for leaving	
Notice period	

Previous Employment

Please put in chronological order, starting with the most recent

Name and Address	
Position	
Date appointed	
Date left	
Reason for leaving	

Previous Employment	
Name and Address	
Position	
Date appointed	
Date left	
Reason for leaving	

Previous Employment	
Name and Address	
Position	
Date appointed	
Date left	
Reason for leaving	

Previous Employment	
Name and Address	
Position	
Date appointed	
Date left	
Reason for leaving	

DECLARATION

I confirm all the information contained in this registration form is true and correct to the best of my knowledge

Signature _____

Date _____