

STRICTLY CONFIDENTIAL



# Applicant Information Form

Please complete and email to HR.UK@Baxters.com

## APPLICATION DETAILS

Position Applied for:	
Where did you see the position advertised:	
Preferred hours of work:	
Notice Period with present employer:	

## PERSONAL DETAILS

Forename:		Surname:	
Contact Number		Home address:	
Mobile Number :			
		Post code:	
Email Address:			

## ADDITIONAL INFORMATION

<b>When would you be available to start?</b>		
<b>Are you legally entitled to work in the UK?</b>	YES	NO
<b>Do you require a work permit to work in the UK?</b>	YES	NO
<b>If you are not an EU citizen does any endorsement on your passport restrict your time or employment in the UK?</b>	YES	NO
<b>Please provide dates of any pre-arranged holidays:</b>		
<b>Do you hold a current Drivers Licence?</b> Please give any details of endorsements	YES	NO
<b>Have you ever been convicted of a criminal offence?</b> NB Spent convictions do not have to be declared under the Rehabilitation offenders Act 1974 (Exceptions) Order 1975	YES	NO
<b>If Yes, Please provide details with dates</b>		

## DECLARATION

The information provided on this application form will remain private and confidential and will be used for the purpose of recruitment and selection. Where the applicant is successful Baxters Food Group may wish to process this information for personnel administration and business management purposes. Personal data, which may be held on paper or on a computer or other media, is subject to certain legal safeguards specified in General Data Protection Regulation EU 2016/679 and the UK Data Protection 2018, as well as other data protection and privacy laws such as the Privacy and Electronic Communications (EC Directive) Regulations 2003 as may be updated or replaced from time to time (the Data Laws).

Please note Baxters Food Group may approach third Parties to verify the information provided on this form.

By signing this form you will be providing Baxters Food Group with your consent to all these uses.

I believe the foregoing to be an accurate statement of my experience and where deliberate statement of false information is found to have occurred, I am liable to dismissal at any time. I understand that any job offer is subject to references, a probationary period and a medical report, all of which must be deemed by the company satisfactory.

Signature:

Date:

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