



Confidential Personal Details

This form provides us with contact information concerning your application and certain personal information that is needed for the confidential personnel record of the successful candidate. Some of this information will be held on computer and, in accordance with the Data Protection Act, individuals have the right to check the computerised information held on them. ***This information will be detached from the application form and not be made available to those who are selecting candidates for interview.***

Title: _____ Surname: _____

Other Names: _____

Previous Surname (if any): _____

Home Address: _____

Home Telephone No: _____ Work Telephone No: _____

Mobile telephone No: _____ Email address: _____

- May we:
- | | |
|---|---------------------------------|
| Telephone you at home concerning your application? | <input type="checkbox"/> Yes/No |
| Leave messages at home if you are not in? | <input type="checkbox"/> Yes/No |
| Telephone you at work concerning your application? | <input type="checkbox"/> Yes/No |
| Leave messages at work if you are not in? | <input type="checkbox"/> Yes/No |
| Contact you by mobile 'phone concerning your application? | <input type="checkbox"/> Yes/No |
| Leave a voicemail message on your mobile if switched off? | <input type="checkbox"/> Yes/No |
| Email you concerning your application? | <input type="checkbox"/> Yes/No |



Anonymous monitoring details

This form provides us with certain personal information that is needed for monitoring our equal opportunities policies. Some of this information will be held on computer and, in accordance with the Data Protection Act, individuals have the right to check the computerised information held on them.

This information will be detached from the application form and not be made available to those who are selecting candidates for interview.

Ethnic Origin: (please tick the relevant box)

- | | | | |
|---------------|-----|-----------------|-----|
| Black African | () | Bangladeshi | () |
| Black British | () | Black Caribbean | () |
| Chinese | () | Indian | () |
| Irish | () | Pakistani | () |
| White British | () | Other | () |

(please specify) _____

Have you a disability or condition that you would like us to know of? YES () NO ()

If so, is there any special help that you would like CES to provide for you to do this job?

Are you registered disabled at a Job Centre? YES () NO ()

Do you require a work permit to work in the UK? YES () NO ()

Please state your age _____

Please state your gender _____

Which post are you applying for? _____

Where did you see this post advertised? _____

THANK YOU!