

CANDIDATE REGISTRATION FORM



PLEASE WRITE IN BLOCK CAPITALS

Section 1 – Personal Details

Surname.....

First name

Title: Miss/ Mrs / Ms / Mr / Dr (please circle)

Address

.....

.....

Postcode.....

Mobile number

Home telephone.....

Personal e-mail address

Work e-mail address

Skype details.....

Date of birth...../...../...../...../

Nationality.....

Marital Status: Married / Single (please circle)

Section 2 – Employment Details

Visa/Permit details (if applicable).....

.....

Current employer.....

Current salary £.....

Current package value £.....

Benefits received.....

Which is your nearest tube/station?.....

Notice period (if any).....

Availability for interviews.....

What position are you looking for?.....

Are you interested in part-time work? Yes / No (please circle)

Are you interested in temporary work? Yes / No (please circle)

If Yes, available from...../...../...../...../

Do you have any holidays booked? Yes / No (please circle)

Do you smoke at work? Yes / No (please circle)

Section 3 – Other Details

How did you hear about Artemis Recruitment?.....

.....

Describe your state of health?.....

.....

Any serious illnesses?.....

.....

Do you have any convictions? Yes / No I (please circle, if yes give details).....

.....

Priorities for your next role?.....

.....

Which companies would you like to work for?.....

.....

Which companies would you NOT like to work for?.....

.....
Companies/Agencies already contacted?.....

.....
Ongoing interviews?.....

.....
Section 4 – Bank Details

Name on account

Bank / Building Society

Branch

Sort code

Account number.....

N.I. number

Limited Company Yes / No (please circle)

Company name

Registered number

Declaration

I declare that the information I have supplied is true to the best of my knowledge, and that my C.V. is accurate and up to date. Should I become a Temporary Worker I confirm I have read and accepted the “Contract for Services for Temporary Workers – Terms of Engagement” and acknowledge that signed timesheets are my responsibility and failure to return timesheets by 10am Monday following previous week worked will result in payment being delayed. I authorise Artemis Recruitment to approach the companies I nominated and other companies on my behalf, I understand that in their efforts to find a suitable role for me, Artemis Recruitment will need to share some or all of the information I have provided with potential clients. Artemis Recruitment may use some or all of the information I have provided for monitoring, salary surveys and other marketing purposes. If you do not wish Artemis Recruitment to use your data for these purposes you may request this in writing to your Artemis Recruitment representative. I hereby give my express permission for Artemis Recruitment to make applications using my CV for any relevant position or positions similar to those I am looking for.

I authorise Artemis Recruitment to approach any of the named individuals to gain references and for the information to be divulged to any potential clients.

Print name.....

Signed.....

Date...../...../...../...../