

I Hereby confirm that to the best of my knowledge the information provided by myself on this WDE Recruitment application form is true and correct. I understand that WDE Recruitment only ask for and use personal information to satisfy the purposes for which it was collated such as the recruitment process.

Name in  
Capitals \_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_  
Date \_\_\_\_\_

**General Data Protection Regulation Statement** – To ensure our compliance with the European Data Law, GDPR (May 2018)

I Consent to WDE Recruitment keeping my personal data, personal sensitive data and CV with associated records on their database system for up to 2 years and understand that I can opt out at any point during this time. (Personal Data is information such as your name, address, contact no.s, email address, date of birth, passport details, birth certificate, national insurance no.. Sensitive Personal Data is information such as Criminal Convictions and (any relevant to the role) Health Condition or Disability. CV with Associated records is information such as your CV, Driver Licence, Driver licence information, Driver Cards, Qualification Certificates).

Signed \_\_\_\_\_  
Date \_\_\_\_\_

WDE Recruitment use protected, state of the art software and are committed to safeguarding all information you provide whilst looking for work. We shall use your information to provide you work finding services only and in signing above you have consented to WDE Recruitment holding your provided information on their computerised system and in your personal files and payroll file and we shall keep a record such as calls, notes related to the work that you engage in during your time with WDE Recruitment. WDE Recruitment may transfer necessary data to secure your job such as name, mobile no., licence information, CV, qualification certificates to our clients and necessary personal information to our associated payroll companies. WDE Recruitment will only call third parties such as reference contacts with your permission. You have also consented to WDE Recruitment passing on certain information if necessary to the police or other permitted authority as required by the law such as for crime prevention or detection or for the protection of public funds.

Should you cease working with WDE Recruitment, we shall keep your personal data, personal sensitive data and CV with associated records for a further 24 months only, at which time we shall contact you again to ask if you wish to renew your consent. If during the 2-year period you wish to access any information that WDE Recruitment hold or wish to withdraw or amend your consent, please contact us by email, phone or text message and we shall respond to arrange access. Should you withdraw your consent we will delete all the information that we hold which means that we will not be able to contact you regarding any new or upcoming opportunities nor shall your name appear on any search that we perform.

I do not provide consent to the above: Signed \_\_\_\_\_

Date \_\_\_\_\_

**Professions/Employment Exempt from the Rehabilitation of Offenders Act 1974** –All Criminal Convictions must be given. WDE Recruitment will only consider the information you provide, if in our opinion the offence is relevant to your placement. WDE Recruitment will keep and treat your details in the strictest of confidence. Failure to declare any convictions that may later come to light may result in you being excluded for consideration on further placements.