

ROADHOGS RECRUITMENT LTD
6 KING STREET
FROME
SOMERSET
BA11 1BH

APPLICATION FOR EMPLOYMENT

Please fill this form in as fully as possible. The more information you can give about yourself the more we will be able to ensure that any future employer will consider your application.

FULL NAME:

ADDRESS:

.....

.....

..... POSTCODE:

EMAIL:
.....

TELEPHONE NO:

SIGNED: DATED:

DO YOU CONSENT TO YOUR PERSONAL DETAILS BEING SENT TO POTENTIAL EMPLOYERS (without at this stage divulging your name & address)? YES/NO

Are you applying for a particular job, as advertised? YES/NO
If YES, which vacancy?

Where did you hear about us?.....

What is your preferred method of contact from us - PHONE – EMAIL – POST please select.
Can we call you during the day on your mobile – YES or NO.

Would you like to be kept up-to-date with News and JobVacancies by email? YES/NO

FIRSTLY TELL US YOUR PERSONAL DETAILS

Marital Status (please circle as appropriate): Married/Divorced/Separated/Living together
Engaged/Single

No. of dependant children & ages:

Height: Weight:.....

How would you describe your health?

Do you have any health conditions that we should know about
?.....

If Yes – Please explain

Are you a smoker? YES/NO

Do you have a driving licence? YES/NO Do you own a car? YES/NO

What hobbies and other interests do you have?
.....

List below any formal qualifications you have obtained (include school, college, courses and include dates)

.....
.....
.....
.....

What experience do you have? What are you particular pig interests? eg. farrowing, dry sows, finishing, computers, etc.

.....
.....

What position are you looking for?

What salary/wage would you expect?

Which area of the country would you **NOT** consider for employment?.....
.....

Will you require housing? YES/NO – If no what radius are you willing to travel from your home?.....

Would you consider relief work? YES/NO

Would you be interested in working abroad? YES/NO

EMPLOYMENT HISTORY

Please list your employment details, starting with present employment then your two previous jobs in date order, most recent first. Include all relevant information I.e. farm size, nature of employment, number of staff. Be as comprehensive as possible and state all duties performed (unit manager is not enough!)

	Name & Address of Employer	Salary

	Is housing included
	Yes or No
Date employed from to	
Farm size/nature	
Outdoors/Indoors		
<small>Delete as appropriate</small>		
Job Title & Duties	
	
	
Reason for leaving	

	Name & Address of Employer	Salary

	Is Housing Included
	Yes or No
Date employed from to	
Farm size/nature	
Outdoors/Indoors		
<small>Delete as appropriate</small>		
Job Title & Duties	
	
	
Reason for leaving	

	Name & Address of Employer	Salary

	Is housing included
	Yes or No
Date employed from to	
Farm size/nature	
Outdoors/Indoors		
<small>Delete as appropriate</small>		
Job Title & Duties	
	
	
Reason for leaving	

Summarise below the rest of your working career, with special reference to your pig farming experiences:

.....
.....
.....
.....
.....
.....

Are there any personal achievements you have accomplished in your working career which would demonstrate your strengths to a potential employer? e.g. have you been able to improve production in any department - if so, how?

.....
.....
.....
.....
.....
.....

Could you tell us why you are seeking a new position

.....
.....
.....

Please tell us what your best personal qualities are

.....
.....

When can we call you to discuss your application ANYTIME – AFTERNOON - EVENING

.....

Please name two referees who we can contact for a character reference, one of which should be an employer. Please note that references will not be taken up until a job offer has been secured.

Name:

Name:

Address:

Address:

Telephone:

Telephone:

Have you filled in every question?

Remember - the more information you can give us the better

- sell yourself!

- our service is free and confidential. You will be identified to potential employers as a reference number only.

Now, please read the following PRIVACY POLICY and tick this box to tell us that you have read it

TERMS & PRIVACY POLICY

Please read this Roadhogs Recruitment Ltd privacy policy carefully.

Roadhogs Recruitment Ltd may alter these terms of use at any time and we recommend that you review these terms of use regularly to ensure that you are happy to accept any modifications. We will notify you here if any changes have been made.

GDPR COMPLIANCE

Clause 1 HOW WE RECEIVE INFORMATION AND HOW WE USE IT

Roadhogs Recruitment Ltd receive your personal data when you apply directly for an advertised role via our website; when you apply directly to be a candidate for whom we can facilitate a job search or via a third party when you respond to a job post placed on a job board on behalf of a third-party client.

This Statement explains how we process personal data received into our organisation. When you register with Roadhogs Recruitment Ltd you **MUST consent** to us collecting and storing your personal information. You will not be able to submit your enquiry or details to Roadhogs Recruitment Ltd without consenting to us storing your personal data. This may include but is not restricted to your name; contact details; address; employment history; mobility and education.

We do collect Sensitive Data about you which pertains to your general health & fitness with regard to the particular specifics of the work which we are recruiting for.

We do not collect Sensitive Data that includes details about your race or ethnicity, religious or philosophical beliefs, sexual orientation, political opinions, trade union membership, genetic or biometric data. We do not collect any information about criminal convictions or offences.

During telephone conversations and face-to-face interviews, we may collect personal information with regard to employment preferences, strengths and work experience which may be stored on your personal record. This information facilitates our ability to support your job search and to provide a basis for recommendation when short listing candidates for a particular role. By explicitly providing consent when you register with Roadhogs Recruitment Ltd you are providing permission for our storage of this information. Roadhogs Recruitment Ltd will never share personal information or a CV with a third party without your explicit consent.

Due to the nature of recruitment, candidates reconnect with our organisation periodically. It would not be uncommon for this to occur years after we have placed them in a role. For this reason, your consent includes explicit consent to retain your personal details until such time as you wish us to delete your records from our database or refrain from further engagement.

If you **DO NOT** consent to Roadhogs Recruitment Ltd storing your personal data or setting up a personal registration for you, please do not submit your CV for any roles advertised on our website. We are unable to process your application without receipt of consent to process and store your personal information.

Clause 2 JOB ALERTS

We may on occasion contact candidates stored in our database who are not actively looking for a new role. When you apply for a Job using our website you will be asked to tick a box indicating that you consent to us storing the personal data you have provided. By providing consent to our storage of your personal data you are also providing consent to us contacting you if we receive details of a role which specifically matches your requirements. We will only do this where you, the potential candidate, meet a detailed brief provided by one of our clients and where you have provided explicit consent to us storing and using your data.

Clause 3 DATA RETENTION

We will never share your personal details or CV with a third-party without your explicit consent and then we will only share the personal information with that one company or individual.

We will only retain your data for as long as is necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, accounting or reporting requirements plus any grievance/disciplinary records where appropriate.

For tax purposes the law requires us to keep basic information about our employees for six years after contract end/termination of employment.

In some circumstances we may anonymise your personal data for research or statistical purposes in which case we may use this information indefinitely, without further notice to you.

Clause 4 CONTACTING RECRUITMENT CONSULTANTS DIRECTLY

If you contact us directly and request that we consult with you regarding your job search or regarding a particular job role you are giving your consent to Roadhogs Recruitment Ltd processing your email and the data contained within your email for lawful purposes as per Clauses 1 & 3 above.

By sending an updated CV directly to us you are giving consent to Roadhogs Recruitment Ltd processing and storing that information, as per Clauses 1 & 3 above. As referred to in Clause 3 of our privacy notice, we will not share your information with any third-party without your explicit consent.

Clause 5 TO REQUEST PERSONAL DATA BE AMENDED/REMOVED/DELETED

It is likely that over time your employment history will require updating. Roadhogs Recruitment Ltd undertake to update your registration within two weeks of receiving an updated CV.

Under the GDPR you have the right to ask for your personal information. Once Roadhogs Recruitment Ltd have verified your identity we will provide the information you requested within 30 days.

In the unlikely event that you find personal data stored about you by Roadhogs Recruitment Ltd is inaccurate, you must advise us immediately. We will amend your personal registration within two weeks.

Upon receipt of a request to delete an individual's personal registration, Roadhogs Recruitment Ltd will ensure that your personal record is deleted within 30 days.

Where Roadhogs Recruitment Ltd have placed a candidate in a role, they are required to retain evidence of that placing so that contractual obligations can be met by the client. Roadhogs Recruitment Ltd will however ensure that only minimal personal data is retained and we will not make any further contact with the candidate.

Where Roadhogs Recruitment Ltd have previously received permission to share personal information with a third-party, e.g. for short-listing we undertake to advise that third-party of your wish to be forgotten if communication has been made in the previous 12 months.

In the event that you wish to be erased from our Recruitment Database you should contact the Data Controller at www.roadhogsrecruit.co.uk Please make it clear that you wish to be 'erased' rather than 'no longer seeking employment'.

Clause 6 INTERNATIONAL TRANSFERS OUT OF THE EEA

We at Roadhogs Recruitment Ltd share your personal data within the company, which involves transferring your data to some of our third-party service providers who are based outside the European Economic Area (EEA).

Whenever we transfer your personal data outside the EEA we do our best to ensure a similar degree of security of data by ensuring the appropriate safeguards are in place e.g. we use US-based providers that are part of the EU-US Privacy Shield as they have equivalent safeguards in place.

Clause 7 DATA SECURITY/NOTIFICATION OF BREACHES

We have put in place security measures to prevent your personal data from being accidentally lost, used, altered, disclosed or accessed without authorisation. We will also allow access to your personal data only to those directors and employees who have a business to know such data.

We may have to share your personal data with third-parties e.g. Government bodies but only upon receipt of your explicit consent.

We require all third-parties to whom we transfer your data to respect the security of your personal data and treat it in accordance with the law. We will only allow such third-parties to process your personal data in accordance with our instructions for specified purposes and they must keep it confidential.

In the unlikely event that our computer systems are compromised and there is a potential loss of confidentiality we will report this breach to you.

In the unlikely event personal data is taken or exposed from Roadhogs Recruitment Ltd without our consent, we will provide reports surrounding that exposure within 72 hours of being notified of such an event and take any action necessary to restore security of your personal data.

Clause 8 MARKETING COMMUNICATIONS

You will receive marketing communications from us if you have asked for information about our services or if you gave us your details and agreed to receive marketing communications/information by ticking a box and in either case have not opted out of receiving such communications since.

You can ask us to stop sending you marketing messages at any time by following the opt-out links on any marketing message sent to you or by emailing us at enquiries@roadhogsrecruit.co.uk at any time.

Clause 9 ACCESS/COMPLAINTS & YOUR LEGAL RIGHTS

If Roadhogs Recruitment Ltd receive a request for access to personal information we will verify your identity before releasing your personal data to you. We will not release information to any third-party.

You will not have to pay a fee to access your personal data (or to exercise any of the other rights). However, we may charge a reasonable fee if your request is clearly unfounded, repetitive, excessive or we may refuse to comply with your request in these circumstances.

You can see more about your legal rights at:

<https://ico.org.uk/for-organisations/guide-to-the-general-data-protectio...>

If you wish to exercise any of your legal rights regarding GDPR please email us at enquiries@roadhogsrecruit.co.uk

If you have a complaint about the way your data is stored or handled by Roadhogs Recruitment Ltd please contact us at enquiries@roadhogsrecruit.co.uk

If you remain unhappy with the handling of your data you can complain to the ICO: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Clause 10 CHANGES TO OUR PRIVACY POLICY

This Privacy Policy may be changed by Roadhogs Recruitment Ltd at any time. Any changes to our Privacy Policy will be updated on our website. If you have any questions or concerns please email us at enquiries@roadhogsrecruit.co.uk or contact us in writing or by phone (contact details below)

CONTACT

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