

Application for Employment

The information provided on this application will remain confidential and be used for selection and recruitment purposes. If your application is successful, your information may be processed periodically for HR and business management in accordance with the Data Protection Act 1998. Gibtelecom may verify the information with third parties. By signing this form, you consent to these uses.

Please return the completed form to hr@gibtele.com or hand it in at the Gibtelecom offices, 15/21 John Mackintosh Square.

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| Position applied for: | |
| How did you hear of this vacancy? If through an existing Gibtelecom employee, please specify name. | |

Personal Details

| | |
|----------------------------------------------------------------|----------------------------------------------------------------------------------|
| First name: | Surname: |
| Address: | E-mail: |
| Home phone no: | Mobile phone no: |
| Date of birth: | LinkedIn profile: |
| Nationality: | Country of origin (for Employment Board Purposes): |
| Will you relocate to Gibraltar? (if applicable): Yes/No | Do you need a Work Permit/Visa to take up employment in Gibraltar? Yes/No |
| ID/Passport no: | ID/Passport country of issue: |

General Information

Applications from disabled candidates are welcome. Gibtelecom will make necessary adjustments to ensure a fair selection process.

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| <p>Please provide details of any health/disability issues which may be relevant to the position applied for.</p> <p>Note, you may be required to undergo a medical examination as part of our hiring process, where required.</p> | |
| <p>Are you currently subject to any contractual “restraints of trade” clauses? If yes, please provide details:</p> | Yes/No |
| <p>You may be required to work outside of core hours (09:00-18:00 Mon-Fri) where required.</p> <p>Do you have any commitments which might limit your working hours? If yes, please give details:</p> | Yes/No |
| <p>Do you have any existing convictions for any criminal, civil or military offences? If yes, please provide details:</p> | Yes/No |
| <p>Have you ever been dismissed within the last two years? If yes, please provide details:</p> | Yes/No |
| <p>Do you have any family members currently working for Gibtelecom or any of its entities? If yes, please provide details:</p> | Yes/No |
| <p>Do you hold a current, valid driving license?</p> | Yes/No |
| <p>Please provide details of any pre-booked holidays in the current calendar year:</p> | |
| <p>Salary expectation:</p> | £ |
| <p>How much notice are you required to give to your current employer?</p> | |

References

You will be required to provide two references within the first month of employment. Please provide the names and contact details of these two referees, who are not related to you, who can be approached for verification purposes, if required (one of these should be a current/most recent employer).

Referee 1

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| Name: | |
| Organisation: | |
| Position: | |
| Tel No: | |
| E-mail: | |

Referee 2

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|----------------------|--|
| Name: | |
| Organisation: | |
| Position: | |
| Tel No: | |
| E-mail: | |

Education, Training & Employment History

Please attach a copy of your latest CV to this application which clearly shows details of your education, training and employment history, including current or most recent employer.

Data Protection Statement

I consent to the Company processing the information contained herein. I understand that, if successful, the information will be used to form my personnel record and will be retained for the duration of my employment. If I am not successful, I understand that the Company will retain the form for a maximum of 12 months, and they may use it to contact me in the event of there being any other vacancies for which I may be suitable.

I further consent that the information in this Application Form, and any personal data concerning me which is obtained by the Company or from other sources, will be held and managed by the Company or on its behalf, and that the Company shall be entitled to use and transfer such information to any third parties, whether in Gibraltar or abroad, in accordance with the Employee Privacy Policy, a full copy of which can be obtained upon request from the HR Office (hr@gibtele.com).

Applicant Declaration

I certify to the best of my knowledge that all the information I have given in this application is correct and can be relied upon to form the basis of any decision for recruitment purposes. I understand that by deliberately giving false, incomplete or misleading answers I will be disqualified from consideration for this post. Alternatively, in the event of my appointment, I may be dismissed without notice, together with immediate loss of any benefits. I also understand that the appointment will be subject to receipt of satisfactory references and police check.

Any changes to the information contained within this application should be immediately reported to Human Resources. Please note that failure to promptly report changes may also be grounds for dismissal as above.

Signed: _____ (Candidate)

Date: _____