



REGISTRATION FORM

Full Name:		N.I. Number:	
Address:			
Home Phone:		Mobile:	
Professional Qualification Membership Number:		D.O.B:	

Equal Opportunities Policy

Cherry Professional Limited is committed to a policy of equal opportunities for all work seekers and shall adhere to such a policy at all times and will review on an on-going basis all aspects of recruitment to avoid unlawful or undesirable discrimination. We will treat everyone equally irrespective of sex, sexual orientation, marital status, age, disability, race, colour, ethnic or national origin, religion, political beliefs or membership or non-membership of a Trade Union and we place an obligation upon all staff to respect and act in accordance with the policy.

Cherry Professional Limited shall not discriminate unlawfully when deciding which candidate/temporary worker is submitted for a vacancy or assignment, or in any terms of employment or terms of engagement for temporary workers. Cherry Professional Limited will ensure that each candidate is assessed only in accordance with the candidate's merits, qualification and ability to perform the relevant duties required by the particular vacancy.

Criminal Convictions

Do you have any unspent* criminal convictions?
If yes, state convictions and dates

Yes/No (Delete as appropriate)

*Certain types of employment and professions are exempt from the Rehabilitation of Offenders Act 1974 and in those cases particularly where the employment is sought in relation to positions involving working with children or vulnerable adults, details for all criminal convictions must be given. The information given will be treated in the strictest of confidence and only taken into account where, in the reasonable opinion of Cherry Professional Limited, the offence is relevant to the post to which you are applying. **Failure to declare a conviction may require us to exclude you from our register or terminate an assignment if the offence is not declared but later comes to light.**

Permission to work in the UK

Do you have immigration permission to work in the UK?

Yes/No (Delete as appropriate)

In line with Home Office guidance on the prevention of illegal working we will need to verify and take a copy of your original ID documentation as evidence of your right to work in the UK if you are to be engaged by Cherry Professional Limited for temporary work.

Health and Disability

The following questions on health and disability are asked in order to find out your needs in terms of reasonable adjustments to access our recruitment service and to find out your needs in order to perform the job or position sought.

Do you have any health issues or a disability relevant to the position or role you seek? **Yes/No** (Delete as appropriate)

If yes, please specify _____

If you have a disability, what are your needs in terms of reasonable adjustments to enable you to perform the role sought?

Please specify _____

If you have a disability, what are your needs in terms of reasonable adjustments in order to access this recruitment service and to attend interview, or to take aptitude tests etc?

Please specify _____

References

References are extremely important in helping you find a job. Potential employers will expect previous work experience to be evidenced by references. In addition they provide us with a valuable insight on you as an individual from people who know you best, which is why we ask for two employer and two peer references. If you have any queries regarding this please contact us.

Please provide 2 **employer** references, including your most recent employer:

Employer Reference 1:

Name of Company		Address	
Your job title		Dates Employed	
Name of Referee		Position	
Telephone Number		Email	
Reason for Leaving			
Leaving Salary			
Are we able to obtain this reference immediately?	Yes / No (please delete)		
If no when are we able to contact this referee?			

Employer Reference 2:

Name of Company		Address	
Your job title		Dates Employed	
Name of Referee		Position	
Telephone Number		Email	
Reason for Leaving			
Leaving Salary			
Are we able to obtain this reference immediately?	Yes / No (please delete)		
If no when are we able to contact this referee?			

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f 0115 824 2242 e info@cherryprofessional.co.uk

In addition please provide 1 **peer** reference. This will be someone who you have worked with or who knows you well.

Peer Reference 1:

Name of Referee		Occupation	
Address			
Length of time known		Email	
Relationship to you		Telephone Number	
Are we able to obtain this reference immediately?	Yes / No (please delete)		
If no when are we able to contact this referee?			

Emergency Contact Details

Name of Emergency Contact		Home No	
Relationship to you		Mobile No	
Please state any medical conditions that that we need to be aware of in case of emergency?			

Data Protection Statement

The information that you provide on this form and on any CV given will be used by Cherry Professional Limited to provide you with help finding work. In providing this service to you, you consent to your personal data being included on a computerised database and consent to us transferring your personal details to our clients.

We may check the information collected, with third parties or with other information held by us.

We may also use or pass to certain third parties information to present or detect crime, to protect public funds, or in other way permitted or required by law.

Candidate Declaration

I hereby confirm that the information given is true and correct. I consent to my personal data and CV being forwarded to clients. Upon giving my verbal consent to be represented for a role by Cherry Professional Limited I agree that Cherry Professional Limited will handle my application process exclusively. I consent to references being passed onto potential employers.

If, during the course of a temporary assignment, the Client wishes to employ me direct, I acknowledge that Cherry Professional Limited will be entitled either to charge the client an introduction/transfer fee, or to agree an extension of the hiring period with the Client (after which I may be employed by the Client without further charge being applicable to the Client).

Print Name: _____

Signed: _____

Date: _____