

## APPLICATION FORM – RETURNING EMPLOYEES

### **BEACH LIFEGUARDS, POOL LIFEGUARDS & BEACH ATTENDANTS (SUMMER SEASON)**

Name of Applicant: \_\_\_\_\_

Please specify post(s) applied for: \_\_\_\_\_

#### **NOTES**

- Please ensure that you answer all the questions as fully as possible in black ink as this form will be photocopied.
- Once completed please email to [humanresources.recruitment@gibraltar.gov.gi](mailto:humanresources.recruitment@gibraltar.gov.gi) or hand in the form at the Department of the Personnel and Development at 82/86 New Harbours, Rosia Road, Gibraltar.

<b>1. PERSONAL INFORMATION (in block capitals)</b>				
<b>Date of Birth</b>		<b>Age</b>		<b>Gender</b>
<b>Passport/ID number</b>				
<b>Nationality</b>				
<b>Address</b>				
<b>Contact No. Home</b>		<b>Mobile</b>		
<b>Email Address</b>				
<b>Current Status (Name: school/college/Uni)</b>				

<b>2. NEXT OF KIN (Emergency contact)</b>	
<b>Primary Emergency Contact</b>	
<b>Home &amp; Mobile Number</b>	
<b>Address</b>	
<b>Secondary Emergency Contact</b>	
<b>Home &amp; Mobile Number</b>	
<b>Address</b>	

**3. RLSS QUALIFICATION / MANUAL HANDLING / FIRST AID**

Subject	Expiry Date	Candidate Society Number

**4. MEDICAL INFORMATION**

Any physical or mental condition that might affect your ability to do or be made worse by doing the training and job you have applied for, or, that might affect your safety or the safety of others at work?	<b>YES</b>	<b>NO</b>
If you have marked yes, please expand below:	Allergies/special Health Considerations/Blood Type	

**5. PERSONAL STATEMENT**

Add any further information about yourself that you consider relevant to this application. You may describe your knowledge, experience, skills and abilities gained from your paid and/or voluntary work, studies, hobbies, etc.

I (*print name*) .....

Confirm that to the best of my knowledge, the answers given above are true and correct. I also confirm that I have read and understand the above declaration and understand that failure to disclose any relevant information may result in serious action, including dismissal.

Signature: ..... Date: .....

**NOTES TO APPLICANTS****DATA PROTECTION ACT 2004**

Under the Data Protection Act 2004, the Human Resources Division on behalf of the Gibraltar Development Corporation, reserves the right to collect, store and process personal data about applicants in so far as it is relevant to their application for employment. This Application Form will remain on file for as long as administratively necessary and then be destroyed. All personal information held will be processed in accordance with the data Protection Act 2004.

We will only disclose personal information contained in this form in the following circumstances:

- If we are required to do so by any court order or by law.
- If selected for the post :
  - a) To other Government Departments for administrative purposes, except for information contained in section 9 of the Application Form.
  - b) To the Gibraltar Health Authority for the purposes of undergoing a medical examination.

**EQUALITY OF OPPORTUNITY**

The Gibraltar Development Corporation is committed to a policy which ensures that all job applicants and employees receive equality of opportunity, therefore ensuring that all recruitment is solely on merit.

No applicant or employee will receive less favourable treatment on the grounds of age, disability, race, religious belief, sex or sexual orientation or will be disadvantaged by conditions or requirements which cannot be shown to be justifiable.

**APPLICANTS WITH DISABILITY**

In order to help us implement our equal opportunities policy effectively, please indicate below if you would like us to provide any particular assistance for your interview as a result of disability.

Please specify type of assistance required, e.g. wheelchair access