

JOB APPLICANT



# Declaration of Consent

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 **TH March**

**#TEAMTHM**



# Declaration of Consent

Please read the Declaration of Consent carefully and sign below to confirm your agreement to the terms of screening.

I declare that the information I have provided in the application form, and in any submitted and/or attached documents, is true and complete to the best of my knowledge and belief, and that I have answered the questions fully and accurately.

I understand and agree that TH March HR Team will only contact my current employer once an offer of employment has been made and accepted. I understand that any delays in accepting may impact on the start date of my employment.

I understand that any offer of employment is conditional upon satisfactory reference and background verification of any or all of the information I have provided in accordance with applicable laws and regulations.

I understand that my screening may include any or all of the following checks:

- Academic Qualifications: A direct approach to the awarding educational institution to verify your qualifications.
- Employment/Education History: A 5 year check of your career history including periods of unemployment, self-employment or gaps in career history.
- Professional Qualifications: Involves a direct approach to the appropriate institution to verify your qualifications.
- Eligibility to Work in the UK: Verifies you have the right to work in the UK under the Immigration, Nationality and Asylum Act 2006.
- ID Check: A copy of your ID document is checked for authenticity.

I authorise TH March, my prospective employer, to verify information presented in my application form or in any submitted and/or attached documents.

I understand that these documents may include sensitive personal data for the purposes of the UK Data Protection legislation, and the obtaining of documents and/or information which is covered by the European legislation (General Data Protection Regulation – GDPR) and/or by applicable data protection legislation which is relevant in any other country.

I authorise TH March to verify my academic/professional qualifications (and for educational establishments to release that information) as well as my employment, including my current employer.

I agree that my employer, my referees and TH March shall not incur any liability, or claim for compensation whatsoever under relevant data protection legislation in respect of any document or information obtained through such enquiries and I acknowledge that all referees are disclosing the above information confidentially.

I understand that the results of my screening will be kept on my personnel file.

I understand and accept that TH March may contact me and my referees by telephone, email, or post for the purposes set out above. I confirm that my consent is explicit, fully informed and freely given for the purposes of the background verifications stated above. I confirm that I have read and understood the TH March Staff Privacy Notice and am aware of my subject rights under GDPR.

**FULL NAME:**

**SIGNED:**

**DATE:**

Please contact the HR Team at [thmhr@thmarch.co.uk](mailto:thmhr@thmarch.co.uk) if you have any queries.

THM/DOCO/06/2023