

Today's *talent* — Tomorrow's *success*

Please bring or attach the following documents with registration form: TICK	
ID	
Drivers	
Salary slip	
Certificates	
Updated copy of CV	

office: 021 830 5259
 email: info@ssrecruit.co.za
 web: www.southernshorerecruitment.co.za
 Spaces, Bridgeway's Precinct, Century City
 Reg No: 2013/165622/07



Position apply for: **Date:**.....

Personal Information:

Title: Mr/Mrs/Ms/Miss

First Name:..... Last Name:

Date of birth: ID Number: Age:.....

Passport number: Permanent Residency:

Current Address:

Contact numbers:

Work: Home: Cell:

Email: (Work)..... (Home).....

Next of kin contact details:

Name: Relationship:..... Company: Position:

Telephone Number: (Home)..... (Cell) (Other).....

Equity Group: Please tick

(A- African) (C- Coloured) (I-Indian) (W-White) / (M-Male) (F-Female)

Religion:.....

What is your first language second:

Drivers licence Code:

Own Car: (yes) (no)

Health History:

Chronic Illness (yes) / (no) If yes please specific.....

Company Details:

Current/Previous Company:

Current/Previous Position:

Reason for leaving/Reason for wanting to leave:.....

Available date/Notice period (30 Days/1st of month (Calendar):

Salary Information:

Total Cost to Company: R.....per month **or** R..... per annum Nett: R.....

Salary Expectation:

Monthly/Annual Total Cost to Company:Expected Monthly Net:

Do you have a Restraint of trade?.....

Would you accept a counter offer from your current company?.....

Computer Skills: Office Suite (please tick)

Basic

Average:

Advanced

Word

Excel

P/point

Publisher

CRM/Internal software experience:.....

Qualifications:

	<i>Qualification (please specify diploma or certificate) Please incl. Matric/Grade 12</i>	<i>Date</i>		<i>Name of Institution Please mention part time or full time</i>
		<i>Start</i>	<i>End</i>	
1.				
2.				
3.				
4.				

**References: * We will not be able to call Cell numbers unless we can verify the numbers
Please add recent employer first**

PLEASE DO NOT ADD CURRENT EMPLOYERS CONTACT DETAILS!

	Company	Name of contact	Position of contact	Telephone Number (Strictly Land Line only) *
1.				
2.				
3.				
4.				

Work Achievements/Add value to the companies:

.....

What are your key strengths/what is your forte?

.....

What are your work developmental areas or what do you not enjoy in your duties?

.....

What can you offer in relation to the position applying for? (What would be the benefit of employing you for the role?)

.....

When did you start actively searching for work?.....

Credit Check History (Black listed/Judgements):.....

Do you have a criminal record, if so please give details:.....

How did you hear about Southern Shore Recruitment?.....

I confirm and acknowledge that all information I have provided to be true and correct.

You agree that Southern Shore Recruitment shall be entitled to process your personal information. You understand and agree that personal information includes, but is not necessarily limited to gender, sex, age, physical or mental health, culture, information relating to your criminal, medial or employment history, contact details or any other information defined as such in terms of prevailing legislation (including special personal information) as the Company may from time to time require for its legitimate business purposes.

Signature: Date: