

Application for Employment

Section I - Personal Information

Surname/First Name/Middle Initial

Nationality

Address

Telephone number

E-mail

Position applied for

Referred by

Salary desired

Have you ever interviewed with the Company or its affiliates before? Yes No

If yes, list date(s), job title(s)

Have you ever been employed by the Company or its affiliates before? Yes No

If yes, list date(s), job title(s)

Do you have any relatives employed by the Company or its affiliates? Yes No

If yes, please list name(s) and department(s)

Are you at least 18 years old? Yes No

Do you require a work permit to be employed in Bermuda?

Section II - Education

	Name of School	Yrs. Attended	Course of Study	Degree
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Secondary:

University/College:

Vocational, Business, Other:

List any Professional Designations:

Other special knowledge, skills or qualifications

For Clerical Applicants Only:

Do you type?	Yes	No	If yes, WPM
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Computer Skills

Section III - Employment History

Employer

Position held

Address

Telephone Number

Length of Employment:	From	to
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Reason for leaving	ending salary
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Name, title and e-mail address of person to contact for a reference

Employer

Position held

Address

Telephone Number

Length of Employment:	From	to
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Reason for leaving	ending salary
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Name, title and e-mail address of person to contact for a reference

Section IV - General

May we contact your current employer for a reference?	Yes	No
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If hired, will you be able to work overtime?	Yes	No
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Will you be able to perform the essential job functions for the position you are applying for with or without reasonable accommodation?	Yes	No
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Have you ever been convicted of a crime, excluding misdemeanors and summary offences, which has not be annulled, expunged or seals by court? (a yes response does not automatically disqualify your application)	Yes	No
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Section V - Certification and Authorisation

I certify that the above information is true and correct. I understand that, in the event of my employment by CHW, I shall be subject to dismissal if any information that I have given in this application is false or misleading or if I have failed to give any information herein requested, regardless of the time elapsed after discovery.

I understand that nothing in this employment application, the granting of an interview or my subsequent employment with CHW is intended to create an employment contract between myself and CHW.

I authorise and give consent for CHW to inquire into my educational, professional and past employment history references as needed to research my qualifications for this position.

I hereby acknowledge that I have read and agree to the above statements.

Signature:

Date:

APPLICANT INTERVIEW FORM

Information provided by Applicants Interviewed for Employment

In order to assist the employer in completing Form D of the Annual Employment Survey the job applicant will complete this form. The employer will keep the information provided on this form in confidence until the expiration of third year from the date of that person's interview. This form is to be used by applicants for employment in companies with ten or more employees.

Why Race? Race is an internationally recognized key item of demographic data, which allows for informed decisions to be made regarding equal opportunity in the workplace.

Survey Definition of Race: Webster's New Twentieth Century Dictionary _ Unabridged, Second Edition defines race as any of the three major biological divisions of mankind, the Caucasian (white), Negroid (black) and Mongoloid (yellow) each with various subdivisions. The Survey categories used for the race question are based on Webster's definition but are tailored to suit Bermuda's racial composition. The seven categories used are: Black, White, Asian, Black & White, Black & Other, White & Other and Other Races.

1. Job Title Applied For (Please print in block capitals)

2. To which racial group do you belong? (Circle one number only)

- 1 Black
- 2 White
- 3 Asian
- 4 Black & White
- 5 Black & Other
- 6 White & Other
- 7 Other

Print Name _____ Date _____

Signature _____