



**CONFIDENTIAL WHEN FILLED OUT**

**Applicant/Individual/Data Subject Indemnity & Consent  
for Risk Assessment or Background Screening**

**CANDIDATE PERSONAL INFORMATION**

<b>Surname:</b>		<b>Maiden Name:</b>	
<b>Full Names:</b>		<b>Initials:</b>	
<b>ID Number:</b>		<b>Date of Birth:</b>	Y Y Y Y - M M - D D
<b>Email Address:</b>		<b>Cell Number:</b>	
<b>Physical Address:</b>	<b>Street Number &amp; Name:</b>		
	<b>Estate/Complex Name &amp; Unit Number (*):</b>		
	<b>Area</b>		
	<b>City, Area Code:</b>		

<b>Have you ever been arrested, charged and/or convicted of an offence?</b>	YES	NO
<b>If so, state date, place, sentence.</b>	<b>Date:</b>	<b>Place:</b>
		<b>Sentence:</b>
<b>Detail of Conviction:</b>		

<b>Have you ever been listed for bad debt OR declared insolvent/ sequestrated OR placed under debt review/administration?</b>	YES	NO
<b>If so, provide details:</b>	<b>Date:</b>	<b>Detailed Description:</b>
<b>If married in community of property, has your spouse ever been sequestrated?</b>	YES	NO

**QUALIFICATION DETAILS**

	QUALIFICATION 01	QUALIFICATION 02	QUALIFICATION 03
<b>Qualification Name:</b>			
<b>Institution Name:</b>			
<b>Date Obtained:</b>			
<b>Student Number:</b>			
<b>Certificate Number:</b>			
<b>Examination Number:</b>			

**SOCIAL MEDIA INFORMATION**

Please indicate with a tick (✓) on which platform(s) you are active and provide the correct handle name(s) and/or link(s):

Platform	Handle Name OR Link
<input type="checkbox"/> Facebook	
<input type="checkbox"/> Instagram	
<input type="checkbox"/> LinkedIn	
<input type="checkbox"/> Pinterest	
<input type="checkbox"/> Twitter	
<input type="checkbox"/> YouTube	



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**CAREER HISTORY**

<b>Current Employer Name:</b>										#			
Referee Name:													
Referee Contact Number:						Referee Email Address:							
Date of Engagement:													
Consent to contact current employer/supervisor?										YES		NO	
If not, please provide reason for not contacting current employer/supervisor:													
Provide the details of an alternative contact person in the organisation:													
Name & Surname:													
Contact Number(s):													
Consent to contact previous Employers										YES		NO	
If yes, we reserve the right to contact previous employers including but not limited to the referees you provided, if no, it might have a negative influence on the outcome of your chances of employment.													
<b>Employer Name:</b>										#			
Referee Name:													
Referee Contact Number:						Referee Email Address:							
Period of Employment:		weeks	months	years		from	month	to	month				
(Mark applicable with X)							year		year				
<b>Employer Name:</b>										#			
Referee Name:													
Referee Contact Number:						Referee Email Address:							
Period of Employment:		weeks	months	years		from	month	to	Month				
(Mark applicable with X)							year		Year				
<b>Employer Name:</b>										#			
Referee Name:													
Referee Contact Number:						Referee Email Address:							
Period of Employment:		weeks	months	years		from	month	to	month				
(Mark applicable with X)							year		year				

**CONSENT FOR THE PROCESSING OF PERSONAL INFORMATION**

- I ("the Data Subject") hereby voluntarily provide authorisation that the Company (at which I am applying for a position), EmployInsight (the Company's duly authorised verification agent) and their Third-Party Verification Suppliers to access, process, use, store, retain, resubmit, update and transfer my Personal Information for the purpose of conducting Background Screening Checks (including but not limited to credit, qualifications, employment references, criminal record, fraud prevention, ID verification, drivers' licence, social media accounts linked/associated/known to me of which I am a user/member of and psychometric assessments).
- I consent to requests for consumer credit information to be released for fraud prevention and detection as well as for employment in a position of trust and honesty and/or entail the handling of cash or finances. I understand that this will be done in accordance with the National Credit Act, 34 of 2005, including its regulations.
- I accept that the mandatory Background Screening assessment is part of the pre- and post-employment screening process and that the Company and EmployInsight are making use of Third-Party Verification Suppliers (including but not limited to SAPS, the Government of RSA, any education, training, credit bureau and fraud prevention organization) to assist in the assessment. After the screening, the Company will integrate and consider all results ("Data Findings") as provided by EmployInsight and I acknowledge and accept that the Company is under no obligation to employ me upon completion of the assessment process.
- I understand that the Company & EmployInsight and their Third-Party Verification Suppliers will, in accordance with all relevant South African data protection laws, use reasonable efforts to maintain the integrity and confidentiality of the Personal Information and Data Findings (together "Personal Data") in their possession by taking appropriate, reasonable technical and organisational measures to prevent - loss of, damage to or unauthorised destruction of Personal Data and the unlawful access to or processing thereof. I further take note that if my Personal Data is unlawfully accessed the Company or EmployInsight will inform me as soon as reasonably possible. I am also aware that the Company & EmployInsight are entitled to store the Personal Data, for legislated retention periods and/or for as long as I may need my information to be verified and that I am entitled to requests for the correction, destruction and/or deletion of my Personal Information, in accordance with all relevant laws and industry codes.



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- I warrant that the information I provided to the Company & EmployInsight ("the Data") is accurate and current and that I have not knowingly withheld any facts or circumstances. I agree that I will correct and update the Data when necessary. I hereby indemnify and hold the Company & EmployInsight (including their Third-Party Verification Suppliers) harmless in full for, from and against any, and all loss, damage, injury, liability, costs and expenses suffered or incurred by the Company & EmployInsight whether directly or indirectly out of or in connection with any incorrect or false information or Data submitted by myself.
- I hereby indemnify and hold the Company & EmployInsight (including their Third-Party Verification Suppliers) harmless in full for, from and against any and all loss, damage, injury, liability, costs and expenses suffered or incurred by me whether directly or indirectly out of or in connection with the assessment and the use, storage and transfer of the Data and Data Findings and/or any errors or omissions contained therein, irrespective of whether such errors or omissions occur as a result of the Company & EmployInsight's and/or their respective Personnel's negligent acts or omissions.
- I take note that if the Responsible Party has utilised the Personal Information contrary to the Data Protection Conditions, I may first resolve any concerns with that Party. If I am not satisfied with such process, I may lodge a complaint with the Information Regulator in accordance with the Protection of Personal Information Act 4 of 2013.

By signing this Form, I warrant that I am an adult of sound mind and declare that I have read and understand its terms and the consequences thereof and fully agree to bind myself to these provisions. I further understand that if I do not consent to this mandatory Background Screening the Company might not consider my application further.

.....  
*Signature*

.....  
*Name of Applicant (in BLOCK LETTERS)*

.....  
*Date*