

JOB APPLICANT DECLARATION

The information and personal data you have provided to us will be used to process your application for employment. It will not be passed to third parties or used for other purposes. If you are successful, we will keep your application details, according to the legal requirements of the local authorities for maintaining your personnel record (including archiving purposes). If you are not the chosen candidate, we will destroy your data 30 days after this vacancy closes. Security procedures are in place for protecting your data in accordance with the principles of the General Data Protection Regulation (GDPR). Your details may be stored electronically in a password-protected system and/or as paper copies in secure storage. Please read the statements below:

- I have read the above, and I understand and accept how the University will use and store my personal data.
- I confirm that the information I have given in my employment application documents (CV, cover letter) and any supporting documents is correct and complete.
- I understand that failure to disclose any relevant information or the provision of false information may lead to dismissal / withdrawal of any offer of employment made to me.
- I understand that the University may check all or any of the information provided as part of my application or references provided.
- I understand that an appointment, if offered, will be subject to the receipt of references, and the outcome of any relevant pre-employment checks, which the University regards as satisfactory.

More information can be found [here](#).

Names: _____

Signature: _____

Date: _____