## NEW HIRE PERSONAL DATA FORM

1. Name (first name/s) surname

2. Date of birth

3. Contact data

 (e.g. address, email address, phone number)

4. Educational background

 (name of school and year of graduation, profession, specialism, job title, academic degree)

5. Professional qualifications

 (courses, post-graduate courses or any other forms of supplementing education or competencies)

6. Professional career to date

 (periods of employment with subsequent employers and posts held)

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 (place and date) (signature of applicant)