

Swissport Application Form



Personal Information

Candidate Name	
Interviewers Name	
Role Applied For	
Date and Time	
National Insurance Number	

Education, Training and Employment History - Requirement: DD/MM/YYYY

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2024												
2023												
2022												
2021												
2020												
2019												
Example 2018	01/01/18 WHSmiths							15/08/18 Tesco				

Application Information

Do you have the full & permanent right to live & work in the UK & Ireland?	Yes / No
Have you ever been convicted of a criminal offence?	Yes / No
Are there any criminal proceedings against you pending?	Yes / No
<p>Note: Spent convictions under the criminal Justice (Spent Convictions) Bill 2012 need not be declared.</p> <p>With the exception of some Head Office Personnel all employees must have a security pass. In order to qualify for this pass staff must provide a criminal record check basic disclosure certificate (or overseas criminal record certificate) which does not carry any disqualifying offences. Employment may be conditional on a satisfactory result of such a check.</p> <p>Part of this process requires you to undertake a criminal record check. Do you have any convictions, cautions, reprimands, or final warnings that are not “protected” as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013)</p>	

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If Yes, Give Details	
Have you have been out of the UK for more than 6 months in the past 5 years? If yes, you will be required to provide an overseas (Foreign) Criminal Record Check. This would be your responsibility. Do you agree to apply for a foreign CRC if applicable to your role?	Yes / No Yes / No
If answered Yes to any of the above, please give Details of the country/countries you have been in.	

Declaration

<p>Information contained in this form shall be protected in accordance with the principles of the Data Protection Act 1990 (UK), Data Protection Act (1998) Ireland and Data Protection (Jersey) Law 2005 and will not be divulged to any third party unless the information is required for ID Pass application purposes by a nominated referencing company or the relevant airport authority. We also reserve the right to share information with the relevant authorities to prevent fraud or a criminal act.</p> <p>I confirm that to the best of my knowledge and belief the information given above is complete and accurate I understand that false or inaccurate information may disqualify me from employment or make me liable to summary dismissal, and in appropriate cases, criminal charges.</p> <p>I authorise the (CAA) and/or Department for Transport (DfT), acting on behalf of the Secretary of State to carry out a Counter Terrorism Check (CTC) if I am to be deployed on an activity specifically relating to aviation security, and that deployment on such activities is conditional on a satisfactory result of such a check.</p>
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Background Checking Consent

I authorise Swissport UK&I to approach individuals and the organisations listed below in order to verify my activities and whereabouts for the purposes of a background checking process.

- Employers
- Educational establishments
- Personal referees
- Character referees
- Professional advisors (accountants / solicitors etc)
- Professional bodies Criminal record bureaus
- Credit referencing agencies.
- Government departments
- Control authorities

I also authorise Swissport UK&I to transfer its findings together with any other information obtained as part of the background checking process to relevant 3rd parties who are required to receive the findings in relation to this specific application. I understand that by giving this authorisation I am consenting to the sharing of my personal data with the relevant groups listed above in relation to this specific application.

Applicants Full Name: _____

Applicants Signature: _____