

SOL PLAATJE

LOCAL MUNICIPALITY

1 Sol Plaatje Drive, Kimberley, 8301 Recruitment Tel (053) 830 6705 Email work@solplaatje.org.za Website www.solplaatje.org.za

APPLICATION FORM FOR EMPLOYMENT

- This form must be completed in full, accurately and legibly in your own handwriting with a black pen. All relevant substantial information must be provided in this form. Any additional information may be provided on a CV.
- 2. A separate application form is required should you apply for more than one position.
- Candidates shortlisted for interviews may be requested to furnish additional information that will assist Sol Plaatje Municipality to expedite recruitment and selection process.
- All information received shall be treated with confidentiality and shall not be used for any other purpose than to assess suitability to the advertised position.
- 5. Canvassing for appointment will disqualify an applicant.
- 6. If you have not been contacted within 60 days, your application was unsuccessful.
- This application form is used to assist Sol Plaatje Municipality with the recruitment, selection and appointment of staff members in terms of the Municipal Systems Act, 2000 (Act No. 32 of 2000).

DETAILS OF THE ADVERTISED POST (as reflected in the advert)																														
Advertised post applying for																														
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PERSONAL DETAILS	;																													
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Are you a South		Yes		Ν	Vо			vhat lity?		our																				
African Citizen?								have ermit		alid		Υ	es		No															
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Name of professional body																	Ex	pir	y Da	ate										
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Email Address																														
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QUALIFICATIONS (Please elaborate on CV)																																
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City / Town																																
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Date of resignation / disciplinary case finalised / dismissal																																
Award / sanction																																
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CRIMINAL REC	CORD																																
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Outcome / Jud	gement	. Ple	ase	e at	tacl	h pro	oof.																										
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 correct. All r I realise that proceedings I confirm that provide corrections I will avail my The Sol Plaat for the purpo I hereby also 	I hereby certify that all information provided in this application and any attachments in support thereof is to the best of my knowledge true and correct. All relevant information to assist in my application has been disclosed. I realise that if this application should lead to my appointment and there is proof that false information has been provided, this may lead to legal proceedings and immediate dismissal. I confirm that my contact details given here are correct and if anything changes, I will inform Sol Plaatje Municipality as it is my obligation to provide correct contact information. All correspondence from Sol Plaatje Municipality is done via email and / or sms (text messaging). I will avail myself on the date and time scheduled for interviews by Sol Plaatje Municipality as I understand that interview dates cannot be altered. The Sol Plaatje Municipality complies with the provisions of the POPIA and you are hereby giving consent that your information will only be used for the purpose of the position you have applied for.																																
Signature																Da	ate																
FOR SOL PLAATJE MUNICIPALITY RECRUITMENT OFFICE USE ONLY Appointed as																																	
Appointed as																							Fre	om									
Salary Scale																							No	tch									
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COMPANY DETAILS "Company" To be completed by Company Agent															
Company Name:	Sol Pla	atje Mu	nicipality	ti.			Email:		cgouws@	solplaatje	e.org.za				
Agent Name:	Christii	ne Gouv	vs			Mobile	No:	053 830 6705							
CANDIDATE PER	SONAL	INFOR	MATIO	N							1	Го be comp	leted by t	he Candi	date
Surname:															_
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ID Number / Identifier:															
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E.g. South African ID No	umber, Zimb	abwean P	assport Nur	nber, etc.											
BACKGROUND S	SCREEN	ING CH	IECKS								To be o	completed	by the Co	mpany A	gent
Credit Check Qualification Employment							Ide		erifications Regulations						
Criminal Che		3					$\boldsymbol{\vdash}$		ense & Vehi						
Fraud Check	CKS						—								
Fraud Check Social Media Screening Checks DEFINITIONS															
"Candidate" means the per "Company" refers to MIE CI "Consumer Credit Informat "FAIS Act" shall mean the Fi "FSCA" refers to the Financi "NCA" shall mean the Natic "Personal Information" sha or other personal credentia "POPI" shall mean the Proty	lient; iion" shall have inancial Advise ial Sector Conc onal Credit Act all have the me als provided, o	e the meani ory and Inte duct Author , No. 34 of 2 eaning ascri r which is co	ing ascribed to rmediary Servity; 2005, as amen bed to it in Ch bllected from t	o it in section rices Act of 20 nded from tim napter 1 of PO the candidate	70 of the NCA 02; e to time, incl PI and include or other third	; luding any reg es, but is not l I parties, befo	ulations made limited to a nar re and/or durin	under the ne, addre g the back	Act; ss, email address kground screenin	s, telephone o	r fax number,	fingerprints, c	riminal histoi	ry and educa	ation

- "Privacy and Data Protection Conditions" refers to the 8 (eight) statutory prescribed conditions for the lawful Processing of Personal Information;
- "Responsible Parties" have meaning to the Company and MIE together, and "Responsible Party" any one of them;
- "Verification Information Suppliers" shall mean third parties acting on behalf of MIE, including, but not limited to, criminal record bureaus, credit bureaus, governmental bodies, and any educational, training, and fraud prevention organisations;

ACKNOWLEDGMENT OF THE USE OF PERSONAL INFORMATION

I acknowledge

- that the Company's duly authorized verification agent, Managed Integrity Evaluation (Pty) Ltd ("MIE"), will need to process my Personal Information to conduct background screening checks as indicated above which are required by the Company.
- that verification requests form part of the background screening process and that:
 - requests for credit information from Credit Bureaus will only be conducted under the regulations defined as per the NCA and for the below prescribed purposes only;
 - For employment in a position of trust and honesty and entails the handling of cash or finances;
 - Fraud prevention or detection.
 - data obtained from the FSCA serve only for the purpose to determine the fitness and propriety as envisaged in the FAIS Act.
 - that any Personal Information supplied to the Company is provided voluntarily and is accurate and current as the Company may not be able to comply with its obligations if the correct Personal Information is not supplied to the Company, I further agree to correct and update such information when necessary;
- that privacy is important to the Responsible Parties and the Responsible Parties will use reasonable efforts in order to ensure that any Personal Information in their possession or processed on their behalf is kept confidential, stored in a secure manner, and processed in terms of South African law and or applicable Data Protection Legislation, for the purposes I have authorised
- that all information, including Personal Information, supplied to the Company is accurate and current and agree to correct and update such information when necessary.
- may be shared by the Company with MIE and may be further shared by MIE with the Verification Information Suppliers for verification or other legitimate purposes;
- may be shared by the Verification Information Suppliers with MIE and be further stored and shared by MIE with the Company and Fraud databases or services when the information provided for verification is deemed fraudulent by the Verification Information Suppliers for purposes of continued or future employment or for other legitimate purposes as per the NCA or other National or Provincial Legislation;
- may be stored by MIE, for legislated retention periods and where such periods are not legislated then my personal information may be stored by MIE for as long as the information may be needed for verification purposes, or any other period as I may agree with the MIE. and
- Personal Information may be transferred cross-border to countries, for verification or storage purposes. In any cross-border transfer of personal information MIE will comply with the security safeguards as provided for in the POPIA including but not limited to ensuring that the information is secured when transported to or from the recipient.
- I take note that if the Responsible Party has utilised the Personal Information contrary to the Privacy and Data Protection Conditions, I may first resolve any concerns with that Responsible Party. If I am not satisfied with such process, I have the right to lodge a complaint with the Information Regulator.
- A copy of Personal Information kept by the Responsible Parties will be furnished to me upon request in terms of the provisions of POPI or the NCA and I understand that I may dispute any information in the record provided.
- "I agree that MIE, to the extent permitted by law, will not be liable for any complaint, claim or action brought by me, arising from any action or omission by MIE, to the extent that such action or omission resulted from MIE complying with the terms of this agreement and I shall indemnify, hold harmless and defend MIE from and against any such claims or actions brought against MIE."

	CANDIDATE	COMPANY AGENT
SIGNATURE		
DATE		

All signatories to this document agree that MIE will NOT be held liable for the content, factual correctness or accuracy of any Supplier Data supplied to MIE for the Company by MIE's suppliers. The Company and the Candidate hereby indemnifies and holds MIE harmless against any loss arising from neglect or damage in procuring, communicating, or failing to communicate information to the Company.