

## **PRIVACY DECLARATION & CONSENT FOR CANDIDATES (REPRESENTED RESOURCES)**

Agensi Pekerjaan TRIIO Vertex Sdn. Bhd. (201601038584 /1209525-H) is committed to providing you with the highest levels of professional service. This includes protecting your privacy. We understand the importance placed on the privacy of your personal information.

In order to protect your right to privacy and in line with the Personal Data Protection Act 2010, we have developed this Privacy Policy and will take all reasonable steps to protect the privacy of the personal information that we collect and use.

Kindly fill in your personal details below giving us consent to disclose your personal information to our clients. If you do not agree to this Privacy Policy, TRIIO will not be able to represent you to our clients.

Thank you.

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### **Agensi Pekerjaan TRIIO Vertex Sdn. Bhd.**

I understand that the information I have provided, or will provide, has been or will be collected by TRIIO for the purposes of assessing and facilitating my application for employment with prospective employers. I acknowledge that failure to provide any lawfully requested information may result in my application being unsuccessful.

I declare that the information supplied by me concerning my application(s) for employment is a true and accurate account of my work history and that I have not left out any relevant information with regards to my work history or assessment of my work performance.

I authorise TRIIO to communicate either orally or in writing with my previous employers, nominated referees and nominated educational institutions to verify my personal history and character, employment work history, work performance, work incidents and/or stated qualifications.

In the event that my application is unsuccessful for my nominated position or positions, I acknowledge and consent to my personal information being used to consider my suitability for other positions with prospective employers and I consent to this information being provided to TRIIO management personnel for this purpose. For this purpose, I acknowledge and consent to this information being retained by TRIIO before confidential destruction or inclusion in my confidential personnel file maintained by TRIIO.

### **Privacy Policy**

I acknowledge that I have read and understood the Privacy Policy of TRIIO which explains how TRIIO complies with its obligations under the Personal Data Protection Act 2010

### **Collection of Information from Referees and Disclosure to Prospective Employers**

I understand that TRIIO will contact the referees and individuals nominated by me, including the referees nominated in my Application Form, in order to verify the information provided by me and to collect additional personal information about me. I understand that the information, including personal and sensitive information, collected by TRIIO may be provided to prospective employers for the purpose of assessing my application for employment.

I hereby authorise TRIIO to contact such referees and individuals nominated by me, and nominated in my Application Form, as TRIIO deems necessary for the purposes of collecting personal information about me and subsequently assessing and facilitating my application for employment with prospective employers.

I hereby authorise TRIIO to collect personal information about me and to disclose that personal information to prospective employers for the purpose of assessing my application for employment.

**Access to and Correction of my Personal Information**

I understand that, subject to any agreed or lawful exceptions, I have a right to access and copy my personal information held by TRIIO, by contacting TRIIO, and that I have a right to correct any incorrect information held by TRIIO about me.

**Personal Email**

In relation to personal email, I have/have not (delete whichever is not applicable) provided details of my personal email address to TRIIO. I consent to TRIIO contacting me on my personal email address to provide me with ongoing information regarding career opportunities as they arise, and other information about TRIIO and its activities.

**Consent**

I have read and understood this Declaration and the Privacy Policy of TRIIO and I consent to TRIIO collecting, using and disclosing my personal and sensitive information in accordance with the terms and conditions of this Declaration and the TRIIO Privacy Policy.

**Applicant's Name:**

**NRIC/ Passport No:**

**Date:**

**Address:**

**Email address:**

**Signature:**

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Reference A	Reference B
Name:	Name:
Mobile Number:	Mobile Number:
Company Name:	Company Name:
Position:	Position:
Relationship:	Relationship: