

Job Application Form

Prior to completing and submitting this application form, please read the Data Privacy Notice relating to your application for employment with HSBC Group. It explains what information we collect about you, how we'll use that information, who we'll share it with, the circumstances when we'll share it and what steps we'll take to make sure it stays private and secure. This Data Privacy Notice covers all aspects of your interaction with HSBC in your capacity as an applicant, including recruitment and pre-employment screening and we may update this notice at any time.

To read the Data Privacy Notice, you can download it from the careers page.

Please return the application form to the: **HR Generalists, HSBC Bank (Malta) plc, Mill Street Qormi, QRM 3101 or email to hadmin@hsbc.com**

VACANCY ROLE TITLE:.....

Personal Details

First name(s)

Surname

Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other *(please state title):*

ID Card No :

Home address

Postcode

Country

Telephone number

Mobile Telephone number

E-Mail address

Date available to start work

Nationality *(as stated in full on passport)*

Secondary Education

Examinations taken at MATSEC 'O' level or any other International equivalent. Please include any ECDL qualification. For International qualifications state the qualification in accordance with your certificate.

Level	Subject	Grade	Month/Year (Most recent first)

Examinations taken at 'A' and 'Intermediate' level/or any International equivalent. For International qualifications state the qualification in accordance with your certificate

Level	Subject	Grade	Month/Year (Most recent first)

Higher/University Education

Place of study(include town and country)

From (mm/yy)

To (mm/yy)

Type and subject of first degree/diploma

MQRIC Qualification Level

Actual/anticipated class of degree (please indicate if degree is with honours)

Postgraduate/Professional Qualifications (if applicable)

Place of study(include town and country)

From (mm/yy)

To (mm/yy)

Title and subject of course/thesis

Skills and Achievements

Language skills. State language(s) and level of ability.

Key: 1 basic – 2 written comprehension only – 3 conversational – 4 fluent: social – 5 fluent: social and business – 6 native

Language Level of ability 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐

Language Level of ability 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐

Language Level of ability 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐

Work Experience

Please give details of **all** permanent or temporary jobs you have had – including details of summer work – starting with the most recent.

From (mm/yy)	To (mm/yy)	Employer's name, location and business	Position held, duties and responsibilities	Reason for Leaving

General	
---------	--

Write a statement on why you would like to be employed by HSBC Bank and why you feel you should be selected.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Declaration and Signature

I confirm that the information given in this application is true and complete

Signature _____ Date _____

ID No. _____ NI No. _____

Signature & ID No. of Parent / Legal Guardian for applicants below the age of 18.

Strictly Private and Confidential

Pre-Screening Questions

Reasonable Adjustment

HSBC is committed to accommodating candidates who require reasonable adjustments to be made during the recruitment assessment process. Indicate what adjustments, if any, you may require. (Tick the most relevant response)

- ☐ I consider myself to have a disability but do not anticipate requiring any reasonable adjustments to be made for me during the recruitment assessment process.
- ☐ I consider myself to have a disability which may result in reasonable adjustments being required during the recruitment assessment process. Please contact me to discuss this further.
- ☐ I do not consider myself to have a disability.

Name and Surname: _____

Signed: _____