



### General

Title: \_\_\_\_\_ Payroll: \_\_\_\_\_  
First name: \_\_\_\_\_ N.I code: \_\_\_\_\_  
Middle name: \_\_\_\_\_ Passport no. : \_\_\_\_\_  
Last name: \_\_\_\_\_ Visa no. : \_\_\_\_\_  
Badge: \_\_\_\_\_  
Known as: \_\_\_\_\_ Photo: 

ATTACH  
PHOTO  
HERE

  
Sex: \_\_\_\_\_  
Date of birth: \_\_\_\_\_  
Marital status: \_\_\_\_\_  
Ethnic origin: \_\_\_\_\_  
Religion: \_\_\_\_\_  
Nationality: \_\_\_\_\_

### Bank and Pension

Name: \_\_\_\_\_ Pension name: \_\_\_\_\_  
Address: \_\_\_\_\_ Pension no.: \_\_\_\_\_  
Date of entry: \_\_\_\_\_  
Age on entry : \_\_\_\_\_  
Contribution: \_\_\_\_\_  
Pension details: \_\_\_\_\_  
Telephone no: \_\_\_\_\_  
Account name: \_\_\_\_\_  
Sort code: \_\_\_\_\_

### Contact

Address: \_\_\_\_\_ Pager number: \_\_\_\_\_  
Next of kin name,  
telephone no.  
and relationship: \_\_\_\_\_  
Postcode: \_\_\_\_\_  
Home number: \_\_\_\_\_  
Mobile number: \_\_\_\_\_

### Health

Doctors name: \_\_\_\_\_ Telephone no: \_\_\_\_\_  
Address: \_\_\_\_\_ Blood Group: \_\_\_\_\_  
Disability rating: \_\_\_\_\_

### Web Login

Username: \_\_\_\_\_  
Password: \_\_\_\_\_

### Groupings

Department: \_\_\_\_\_ Grouping 06: \_\_\_\_\_  
Role: \_\_\_\_\_ Grouping 07: \_\_\_\_\_  
Location: \_\_\_\_\_ Grouping 08: \_\_\_\_\_  
Reports to: \_\_\_\_\_ Grouping 09: \_\_\_\_\_  
Grouping 05: \_\_\_\_\_ Grouping 10: \_\_\_\_\_