

CANDIDATE REGISTRATION TERMS

1. About Infills

Infills Agency provides permanent recruitment services within the dental sector. When helping you find permanent work, Infills acts as an employment agency and introduces suitable candidates to dental practices and other hiring organisations.

There is no charge to candidates for Infills' work-finding services. Any recruitment fee for a successful permanent placement is payable by the hiring Client, not by you.

2. Your registration and application

You may use Infills to apply for a specific advertised vacancy and/or, if you choose, register to be contacted about other suitable permanent opportunities.

Registering with Infills does not create an employment relationship between you and Infills and does not guarantee that you will be introduced for, interviewed for or offered any role.

3. Information you provide

You agree that information supplied to Infills in your application, CV, screening call and supporting documents will be accurate and not deliberately misleading.

You should tell Infills promptly if relevant information changes, including your contact details, employment status, notice period, professional registration or ability to undertake a role.

4. Documents and professional checks

Depending on the role and your professional status, Infills may ask you to provide relevant evidence or information such as:

- photo identification;
- a current CV;
- DBS certificate;
- GDC registration details/evidence where applicable;
- Hepatitis B evidence;
- current BLS/CPR evidence;
- current safeguarding evidence; and
- any other qualification, authorisation or evidence reasonably required for the particular role.

Infills may verify relevant professional information and may ask for further evidence where this is reasonably required before making an introduction.

Providing information to Infills does not remove the hiring organisation's responsibility for any checks it must carry out as an employer.

5. Specific vacancies

Before Infills introduces you for a specific permanent vacancy, we will provide or make available the relevant information we have received about the opportunity, including the nature of the role, location, working days/hours, remuneration and benefits, required experience/qualifications and other information required for you to consider the position.

By confirming that you wish to proceed with a vacancy, you confirm that you are willing to be considered for that position and authorise Infills to represent and introduce you to that hiring Client for that vacancy.

6. Sharing your information with a hiring Client

Where you have confirmed that you wish to proceed with a vacancy, Infills may share information reasonably necessary to put you forward for that role, such as your CV, candidate summary, relevant experience, training, qualifications, professional registration and other information relevant to your suitability.

Infills will not treat an application for one specific vacancy as permission to introduce you indiscriminately to unrelated employers.

7. Screening and interviews

Infills may carry out a short screening call before deciding whether to introduce you to a Client.

If a Client wishes to interview you, Infills will provide the interview details or access to the agreed booking process. You agree to keep Infills reasonably informed if you need to cancel, rearrange or withdraw.

Following an interview, you should let Infills know if your interest in the role has changed.

8. Offers and acceptance

Where possible, permanent job offers arising from an Infills introduction should be communicated through Infills so that we can confirm the proposed remuneration, hours, start date and any other key terms with both parties.

You remain free to accept or decline an offer. Your employment contract will be between you and the hiring organisation, not Infills.

If you accept a role introduced by Infills, please tell us promptly if the practice contacts you directly about the offer, start date or a material change to the agreed role.

9. Remaining registered with Infills

If you are unsuccessful for a vacancy, withdraw from it, or the vacancy closes, you may choose whether you would like to remain registered with Infills for future suitable opportunities.

Remaining registered is optional. If you choose to remain registered, Infills may retain appropriate recruitment information and contact you about suitable roles in accordance with its Privacy Notice. You may ask to stop receiving these opportunities or withdraw from the candidate pool at any time.

If you do not choose to remain registered, your information will be dealt with in accordance with Infills' Privacy Notice and applicable retention requirements.

10. Data protection

Infills processes candidate information for recruitment purposes in accordance with applicable data protection law and its Privacy Notice. The Privacy Notice explains what information we collect, why we use it, how it may be shared, how long it is retained and your data protection rights.

Some recruitment information may require additional protection, including health-related information and criminal-record information. Infills will handle such information in accordance with applicable data protection requirements.

11. No restriction on your job search

Registering with Infills does not prevent you from applying for jobs elsewhere, registering with other recruitment agencies or ending your registration with Infills.

12. Candidate acceptance

These Candidate Registration Terms apply to Infills' permanent recruitment service. Acceptance may be recorded electronically when you apply or register through the Infills website.

Recommended required checkbox wording:

I confirm that the information I have provided is accurate, I have read and agree to the Infills Candidate Registration Terms, and I would like Infills to provide recruitment services in relation to this application.

Recommended separate optional checkbox:

Keep me registered with Infills – I would like Infills to retain my candidate profile and contact me about other suitable dental vacancies. I understand that I can change my mind at any time.

Internal note – remove before publication

Keep the optional candidate-pool choice separate from acceptance of the terms for the specific application. The website Privacy Notice should separately set out the lawful bases and any additional conditions relied upon for processing ordinary personal data, health information and criminal-record information, together with retention periods and candidate rights. Obtain a UK recruitment/data-protection compliance review before publishing the final version.