



Application Form

Post Applied for: Executive Director

Nov 2018

Section A : Personal details (Block letters)

1. Title :..... Surname :

Other name:

Maiden name(if applicable):.....

2. Marital Status : Married Single Other Please specify:.....

3. National Identity card Number :.....

4. Residential Address:.....

5. Phone No:

Office : Home Mobile

6. email address:.....

7. Nationality:.....

Section B : Academic qualifications

1. Secondary ordinary level

State whether Cambridge S.C , Cambridge G.C. E or London General Certificate of Education (Ordinary level)

.....

Year :.....

Year:.....

Subject	Grade

Subject	Grade

Result: Aggregate :.....

Result:..... Aggregate :.....

2. Secondary Advanced Level

State whether Cambridge H.S.C , Cambridge G.C. E or London General Certificate of Education (Advanced level)

.....

Year:

Year:

Principal Subject	Grade
Subsidiary subject	Grade

Principal Subject	Grade
Subsidiary subject	Grade

3. Tertiary Qualifications (In chronological order)

Name of Institution and Country	Attended from /to		Qualification obtained
	Month/Yr	Month/Yr	

4. Professional and other Technical and other qualifications

Name of Institution and Country	Attended from /to		Qualification obtained
	Month/Yr	Month/Yr	

Section C: Employment History**1. Present Post**

Name of Employer :	Position held:
Since :	

Description of your duties:

2: Previous Post -1

Name of Employer :	Position held:
From :	To :

Description of your duties:

Previous Post -2

Name of Employer :	Position held:
From :	To :

Description of your duties:

You may wish to use the last page for submitting additional information on previous employments.

Section D: General Information.

1. References : Provide names of two referees.

Name	Contact No.	Occupation
1		
2		

Section E: Disclosure

1. Have you been subject to any investigation /enquiry for any offence during the last 10 years? Yes No

If Yes, please specify :.....
.....
.....

2. Have you ever been dismissed from any previous employment? Yes No

If Yes, please specify :.....
.....

3. I certify that the information contained above is correct, and complete to the best of my knowledge and belief. In completing this form, I understand that if I willfully give false information or withhold information it will automatically disqualify my application.

Date:

Signature:.....

Thank you. Please note that only shortlisted applicants will be contacted.