

# **MINISTRY OF EDUCATION AND HUMAN RESOURCE**

## **Application Form**

### **1.0 PERSONAL DETAILS**

1.1 Post Applied For: .....

1.2 Surname: .....  
*(in block letters)*

1.3 Other Names: .....  
*(in block letters)*

1.4 Maiden Name (if applicable):.....

1.5 Title: Mr/Mrs/Miss (Delete as appropriate)

1.6 Date of Birth: ..... Age: ..... years

1.7 Nationality: ..... National Identity No.: .....

1.8 Residential Address: .....

1.9 Phone Nos (Home).: .....Mobile:.....Office: .....

1.10 E-mail address: .....

### **2.0 EDUCATIONAL BACKGROUND**

#### **2.1 Secondary Level**

| <b>Cambridge School Certificate</b> |             | <b>Cambridge/London GCE ‘O’ Level</b> |             |
|-------------------------------------|-------------|---------------------------------------|-------------|
| School Attended:<br>.....           |             | School Attended:<br>.....             |             |
| Year: ..... Index No. .....         |             | Year: ..... Index No. .....           |             |
| Subjects                            | Grade/Level | Subjects                              | Grade/Level |
| Subjects (Principal Level)          |             | Subjects (Principal Level)            |             |
| 1.                                  |             | 1.                                    |             |
| 2.                                  |             | 2.                                    |             |
| 3.                                  |             | 3.                                    |             |
| 4.                                  |             | 4.                                    |             |
|                                     |             |                                       |             |
|                                     |             |                                       |             |
|                                     |             |                                       |             |
|                                     |             |                                       |             |
| <b>Aggregate:</b>                   |             | <b>Aggregate:</b>                     |             |

Checked

Scrutinised

| <b>Cambridge Higher School Certificate</b> |                    |
|--|--------------------|
| School Attended: .....<br>.....            |                    |
| Year: ..... Index No. .....                |                    |
| <b>Subjects</b>                            | <b>Grade/Level</b> |
| Subjects (Principal Level)                 |                    |
| 1.   |                    |
| 2.   |                    |
| 3.   |                    |
| 4.   |                    |
| Subjects Subsidiary Level                  |                    |
| 1. General Paper                           |                    |
| .....                                      | .....              |
| .....                                      | .....              |
| .....                                      | .....              |

| <b>Cambridge/London GCE 'A' Level</b> |                    |
|---------------------------------------|--------------------|
| School Attended: .....<br>.....       |                    |
| Year: ..... Index No. .....           |                    |
| <b>Subjects</b>                       | <b>Grade/Level</b> |
| Subjects (Principal Level)            |                    |
| 1.                                    |                    |
| 2.                                    |                    |
| 3.                                    |                    |
| 4.                                    |                    |
| Subjects Subsidiary Level             |                    |
| 1. General Paper                      |                    |
| .....                                 | .....              |
| .....                                 | .....              |
| .....                                 | .....              |

Checked   
Scrutinised

## 2.2 Other Qualifications (Academic, Technical, Professional)

| Qualifications<br>(in case of degree whether Hons/Special,<br>Ordinary/General, Class/Division) | Date obtained | Examining Institution |
|---|---------------|-----------------------|
| .....   | .....         | .....                 |
| .....   | .....         | .....                 |
| .....   | .....         | .....                 |

## 2.3 Special/Post Graduate Qualifications

|       |       |       |
|-------|-------|-------|
| ..... | ..... | ..... |
| ..... | ..... | ..... |
| ..... | ..... | ..... |

## 3.0 EMPLOYMENT HISTORY

|                                      |       |
|--------------------------------------|-------|
| Date joined service:                 | ..... |
| Present Post Held:                   | ..... |
| Present Salary per month Rs:         | ..... |
| Date of Present Appointment:         | ..... |
| Date of Confirmation in the Service: | ..... |

**4.0 Have you been the subject of an investigation/enquiry for any offence during the last 10 years?**

Answer Yes or No ..... If yes, indicate nature of offence and date of outcome.

.....  
.....

**(b) Have you ever been prosecuted before a court of law for any offence AND subsequently found guilty during the last 10 years?**

Answer Yes or No ..... If yes, give details (court, charge, date of judgment and sentence – e.g. imprisonment, fine, caution or conditional discharge):-

.....  
.....

**5.0 Have you ever resigned or retired or been dismissed from the Public Service on any grounds whatsoever?**

Answer Yes or No ..... If yes, give details:-

.....  
.....  
.....  
.....

**6.0 DECLARATION**

I ..... the undersigned applicant, declare that the particulars in this application are true and accurate and that I have not wilfully suppressed any material fact.

.....  
**Date**

.....  
**Signature of Applicant**