

THE INSTITUTE OF TECHNICAL EDUCATION AND TECHNOLOGY

APPLICATION FORM

For Official use

Date:.....

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Sig:.....

.....

.....
Remarks

Post Applied for:.....

Date of advertisement:.....

1. PERSONAL DETAILS

Surname (in full): **Title:** (Mr/Mrs/Miss)
(Delete as appropriate)

Other Name/s (in full):

Maiden Name (if applicable):..... **Marital Status:** Married/Single
(Delete as appropriate)

Date of Birth:..... **National Identity No:**.....
(Attach copy of ID)

Tel No.:..... Mobile no.:..... Email Add:.....

Nationality:.....
(If naturalized, give number and date of certificate and attach copy of the certificate)

Residential Address
(For purpose of correspondence):.....
.....
.....

2. EDUCATION DETAILS

(i) SECONDARY QUALIFICATIONS

[Attach photocopies of mark sheets/result slips and equivalence of certificates, if available]

Examining Body:.....

Certificate obtained: SC GCE(O) level Other (Please specify).....

Month/Year of Examination:..... Overall Results:.....

Cambridge School Certificate Nov/Dec		
	Year:	Index No.
	Subjects	Grade/Level
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Cambridge/London GCE 'O' Level Jan/June.....		
	Year:	Index No.
	Subjects	Grade/Level

(ii) HIGHER SECONDARY QUALIFICATIONS

Examining Body:.....

Certificate obtained: HSC GCE(A) level Other (Please specify).....

Month/Year of Examination:..... Overall Results:.....

Cambridge Higher School Certificate Nov/Dec		
	Year:	Index No.
	Subjects	Grade/Level
1.		
2.		
3.		
Subsidiary Level		
1.		
2.		
General Paper		

Cambridge/London GCE 'A' Level Jan/June.....		
	Year:	Index No.
	Subjects	Grade/Level

Result:.....

3. OTHER QUALIFICATIONS WITH DETAILS

Name of Institution	Course	Year	Subjects taken	Qualification obtained

(Please attach copies of certificates and equivalence of qualifications obtained, if applicable)

4. PROFESSIONAL EXPERIENCE:

(Updated documentary evidences/testimonials should be submitted, failing which, applications may be considered as incomplete)

a) Please provide your three latest work experiences (If applicable)

	<u>Name of previous Employer/s</u>	<u>Dates</u> (From -.To)	<u>Post held</u>
(i)
(ii)
(iii)

b) Present Employer

Post held:..... Date joined:.....
Present salary drawn:Rs.....
Period of notice required by Employer:.....

c) Experience and skills relevant to the post applied for (attach documentary evidence)

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.....

5. Have you been subject to an investigation/enquiry for any offence during the last 10 years?

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

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.....
.....

6. 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):—

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.....

Have you ever resigned or retired or been dismissed from work on any grounds whatsoever?

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

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.....

7. Referees

(Provide the names, addresses and contact numbers of two persons who are not related to you and who are willing to provide up-to-date information on your qualification, experience and skills.)

1. <u>Name</u> :.....	2. <u>Name</u> :.....
<u>Address</u> :.....	<u>Address</u> :.....
.....
<u>Tel./Mob No</u> :.....	<u>Tel./Mob No</u> :.....
<u>Email address</u> :.....	<u>Email address</u> :.....
<u>Position held</u> :.....	<u>Position held</u> :.....

Declaration

I declare that the information provided in my application is true and correct. I understand that any false statement or omission in my application, may lead to the application being rejected or termination of my employment if already appointed.

Date:.....

Signature.....