



APPLICATION FOR EMPLOYMENT FORM

1. Applicants are urged to answer all the questions accurately and honestly. Failure to answer certain questions may deter one from being considered.

(a) All application forms should be sent to: The Managing Director, Gampost House, 3Liberation Avenue, Banjul.

(b) A separate form must be submitted for each applied post.

2. Copies of original certificates / testimonials should be enclosed.

(a) Date of Application:

(b) Vacancy / post being applied for:

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3. PERSONAL PARTICULARS OF APPLICANT

(a) NAME IN FULL

(In capital letters)

(b) If you are a married woman, give full name before marriage.

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(c) Correspondence address:

(d) Place of domicile / permanent home (If different from the above):.....

Region / District:

(e) Telephone/Mobile number:

4. Age: Date of Birth: Place of Birth:

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5. Marital Status: single, married, widower, widow

6. **EMPLOYMENT PROFILE**

(a) Give a brief history of your job experiences:

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(b) Make a list of your previous employer(s) and date(s):

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(b) Give the telephone number(s) of your present or previous employer:

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(c) Present position if employed:

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(d) Reasons for leaving your present or previous job:

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(e) Give particulars of any qualification(s) or skills you possess which are relevant to the post you to are applying for. **Please attach your credentials to this form.**

Name of Academic institution No. of years Certificate/Diploma/Degree

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7. Do you suffer from any physical impairment? If so give details:

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8. Do you have a functional illness, if so what is it and how often do you experience it:

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9. What languages do you speak?

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10. If employed, will you be willing to relocate? Yes No
If no give reasons:

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11. Give full names and addresses of your two referees.

(1)..... (2).....

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12. **CRIMINAL RECORD**

(a) Have you ever been convicted on a criminal charge?

(b) What was the crime you were convicted for?

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(c) Date and place of conviction

(d) Sentence imposed

NOTE: The fact of an applicant declaring that he or she has been convicted of an offence will not necessarily debar him or her from employment. Each case will be considered on its merits having regard to the nature and the circumstances of the offence.

13. I certify that the information given above is correct to the best of my knowledge.

Date Month..... 20.....

Signature:

FOR OFFICIAL USE:

Ref. No.:

Date: