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Postal Address: P/ BAG X011, Kareedouw 6400
Physical Address: No. 5 Keet Street, Kareedouw 6400

APPLICATION FOR EMPLOYMENT

KOUKAMMA MUNICIPALITY

TERMS AND CONDITION

1. The purpose of this form is to assist Koukamma Municipality in selecting suitable candidates for an advertised post.
2. This form must be completed in full, accurately and legibly. All substantial information relevant to a candidate must be provided in this form. Any additional information may be provided on the CV.
3. Candidates shortlisted for interviews may be requested to finish additional information that will assist Koukamma Municipality to expedite recruitment and selection processes.
4. All information received will be treated with strictly confidentiality and will not be used for any other purpose than to assess the suitability of the applicant.
5. This form is design to assist Koukamma Municipality with the recruitment, selection and appointment of senior managers in terms of the *Local Government: Municipal System Act, 2000 (Act No.32 of 2000)*.

| A. DETAILS OF THE ADVERTISED POST (as reflected in the advert) | |
|--|--|
| Advertised post applying for | |
| Reference number | |
| Name of Municipality | |
| Notice service period | |
| | |
| B. PERSONAL DETAILS | |
| Surname | |
| First name | |
| ID or Passport Number | |

| | | | | |
|---|--------------------|-----------|--------------|--------------|
| Race | African | Coloured | Indian | White |
| Gender | Female | | | Male |
| Do you have a disability? | Yes | | | No |
| If yes, elaborate | | | | |
| Are you a South African Citizen? | Yes | | | No |
| If no, what is your Nationality? | | | | |
| Work Permit Number (if any): | | | | |
| Do you hold any political office in a political party, whether in a permanent, Temporary or acting capacity? If yes, provide information below. | | | | |
| Political Party: | | Position: | | Expiry date: |
| Do you hold a professional membership with any professional body? If yes, provide information below Yes | | | | |
| Professional Body: | Membership Number: | | Expiry date: | |

| | | | |
|--|------|--------|-----|
| C. CONTACT DETAILS | | | |
| Preferred language for Correspondence? | | | |
| Telephone number during Office hours | | | |
| Preferred method for Correspondence (Mark with An X) | Post | E-mail | Fax |
| Correspondence contact Details (in terms of the above) | | | |

| D. SCHOLAR EDUCATION (Additional information may be provided on your CV) | | |
|---|-----------------------------------|---------------|
| Name of School/ Technical College | Highest Qualification Obtained | Year Obtained |
| | | |
| | | |
| | | |

| E. POST SCHOOL EDUCATION (Additional information may be provided on your CV) | | | | |
|---|---------------------|-----------------------|-----------|---------------|
| | Name of Institution | Name of Qualification | NQF Level | Year Obtained |
| | | | | |
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| F. WORK EXPERIENCE (Additional information may be provided in your CV) | | | | |
|---|----------|------|----|--------------------|
| Employer (star) | Position | From | To | Reason for leaving |
| | | | | |

| | | | | | | |
|--|--|----|----|----|-----|----|
| ting with The mos t rece nt) | | | | | | |
| | | MM | YY | MM | YY | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| If you were previously employed in Local Government, indicate Whether any condition exists that prevents your re-employment: | | | | | Yes | No |
| If yes, provide the name of The previous employing municipality | | | | | | |
| G. DISCIPLINARY RECORDS | | | | | | |
| Have you been dismissed for misconduct on or after 5 July 2011? | | | | | Yes | No |
| If yes, Name of Municipality/Institution: | | | | | | |
| Type of a Misconduct/ Transgression | | | | | | |
| Date of Resignation/ Disciplinary case finalized | | | | | | |
| Award/Sanction | | | | | | |
| Did you resign from your job on or after 5 July 2011 pending Finalization of the disciplinary proceedings? If yes provide details On a separate sheet. | | | | | Yes | No |

| | | |
|---|-----|----|
| H. CRIMINAL RECORDS | | |
| Were you convicted of a criminal offence involving financial Misconduct, fraud or corruption on or after 5 July 2011? | Yes | No |

| | | |
|---|--|--|
| If yes provide details on a separate sheet. | | |
| If yes, type of criminal act | | |
| Date criminal case finalized | | |
| Outcome/Judgment | | |

| I. REFERENCE | | | | |
|---------------------|--------------|--------------------|-----------|-------|
| Name of Reference | Relationship | Tel (office hours) | Cellphone | Email |
| | | | | |
| | | | | |
| | | | | |

| J. DECLARATION | |
|--|-------|
| <p><i>I hereby declare that all the information provided in this application and any attachments in support therefore is to the best of my knowledge true and correct. I understand or failure to disclose any information may lead to my disqualification or termination of my employment contract, if appointed.</i></p> | |
| Signature: | Date: |