

Home Language: _____ Number of Dependents: _____

Race	African	Coloured	White	Indian	Foreign Nationals
Marital Status	Single	Married	Divorced	Widower	Widow
Do you have any disability	Yes			No	
Have you ever been convicted of a criminal offence or been dismissed from employment?	Yes			No	

<p>Permanent Postal Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Postal Code:</p>	<p>Residential Address</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Postal Code:</p>
<p>Telephone Number:</p> <p>Home: () _____</p> <p>Fax: () _____</p> <p>Work:() _____</p> <p>Cell: () _____</p>	<p>Other means of contact if no telephone:</p>
<p>email address:</p> <p>_____</p>	

C. LANGUAGE PROFICIENCY

State – 'Good' , 'Fair' or 'Poor'			
Languages (specified)			
Speak			
Read			
Write			

D. QUALIFICATIONS

Name of School / Technical College	Highest qualification Obtained	Year Obtained
Obtained Tertiary education (complete for each qualification you obtained)		
Name of Institution	Name of Qualification	Year Obtained

Subjects / Academic records	
1.	2.
3.	4.
5.	6.
7.	8.
9.	10.
11.	12.
13.	14.

APPRENTICESHIP	
Trade Qualified in:	Date Received:
Name of the Company where apprentice was completed:	

FURTHER STUDIES

Are you currently studying or intending to study?

Yes	No
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If yes please specify:

Any other Trainings not yet listed:

Membership of Institute, Association:

E. DRIVERS LICENSES

Light Vehicle	Heavy Vehicle	Extra Heavy Vehicle	Motorcycle over 50 cc	Specify:
Date Issued:				

F. EXPERIENCE

Name and Address	Position Held	Immediate Supervisor	Period of Service	Wages / Salary	Reason for leaving
1.					
2.					
3.					
4.					

If you were previously employed in the Public Service, indicate whether any condition exists that prevents your re-employment YES/ NO If yes, provide the name of the previous employing department / Municipality.					
If unemployed please state the period of unemployment?					

Earliest date on which duties can be commenced? _____ Gross salary required per annum: _____.

Do you have any contractual obligations towards your present employer? If so, give particulars:

G. REFERNCES

Name two 2 persons at your previous employers to whom confidential refence may be made concerning your application:

Name	Address and Telephone number	Occupation
1.		
2.		

Please mark with an X in the relevant blocks

(a) Have you ever been dismissed from employment and if yes please specify?	Yes	No
(b) Is there any criminal		

case pending against you and if yes please specify?		
(c) Is there any disciplinary cases pending against you and if yes please specify?		
(d) Do you have any information would you like to declare?		

H. FOR INDFORMATION

<p>(a) If any applicant is invited to the interview at the expense of the Municipality and such applicant, being offered the position, does not accept the appointment, the Municipality will not reimburse the applicant with the travelling and substance costs.</p> <p>(b) Any person canvassing with a view to being appointed to a post in the Municipality's service shall not be considered for an appointment.</p>
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I. DECLARATION

I declare that all the information provided (including any attachments) is complete and correct to the best of my knowledge. I understand that any false information supplied could lead to my application being disqualified or my discharge if I am appointed.

YY	MM	DD

Signature of Applicant