



NATIONAL WOMEN ENTREPRENEUR COUNCIL

Application Form

FOR OFFICIAL USE

Important Note to Applicant

Please read the advertisement carefully.

Any information given on this form will be considered as strictly confidential. Applicants should fill in the form fully and accurately. Incomplete, inadequate or inaccurate filling of the form may cause the applicant's elimination from consideration. It is an offence to give false information or to conceal any relevant information. This may lead to an application being rejected or if a candidate has already been appointed, to the termination of his appointment.

Photocopies of Birth, Marriage (if applicable) and academic certificates, testimonials and other relevant statements should be annexed.

POST APPLIED FOR :

Date of advertisement:

1. Personal Details

Title: Mr. ☐ Mrs. ☐ Miss. ☐

SURNAME (In block letters):

Maiden Name (if applicable):

Other Names (in block letters) :

NIC No: **Date of Birth:** **Age:**

Place of Birth: **Marital Status:**

Full Residential Address: **Nationality:**

..... **Telephone Numbers:**

Languages spoken and/ or written:
.....

2. QUALIFICATIONS

2.1 Secondary Ordinary Level

State whether Cambridge SC or Cambridge G.C.E or London General Certificate (Ordinary Level)

(i)

Secondary School attended	Years From - To	Certificate(s) Obtained	Detailed Results	
			<u>Subjects</u>	<u>Grade</u>
			Result:	Aggregate:

(ii)

Secondary School attended	Years From - To	Certificate(s) Obtained	Detailed Results	
			<u>Subjects</u>	<u>Grade</u>

			Result:	Aggregate:

2.2 Secondary Advanced Level

State whether Cambridge H.S.C or Cambridge G.C.E or London General Certificate of Education (A Level)

(i)

Secondary School attended	Years From - To	Certificate(s) Obtained	Detailed Results	
			<u>Subjects</u>	<u>Grade</u>
			Subsidiary Subjects	
			General Paper	
			Result:	

(ii)

Secondary School attended	Years From - To	Certificate(s) Obtained	Detailed Results	
			<u>Subjects</u>	<u>Grade</u>
			Subsidiary Subjects	
			General Paper	
			Result:	

3. OTHER INSTITUTIONS ATTENDED

Name of Institution(s)	Certificate(s) obtained	Class/ Division	Duration of Course From – To	Details of Course (<i>subjects studied, dissertation, training, ect...</i>)	Examining Institution(s)

4. Experience and skills relevant to the post applies for (Attached documentary evidence)

.....

.....

.....

.....

.....

5. EMPLOYMENT HISTORY

PREVIOUS EMPLOYER <i>(in chronological order)</i>	POST(S) HELD	DATE FROM - TO	TEMPORARY OR SUBSTANTIVE	REASON(S) FOR LEAVING

PRESENT EMPLOYEE	POSITION	DATE FROM - TO	PRESENT SALARY / OTHER BENEFITS

6. (a) Have you ever been prosecuted before a court of law for any offence AND subsequently found guilty during the last 10 years? YES / NO

(b) Have you ever resigned or retired or been dismissed from the Public Service on any grounds whatsoever? YES / NO

If answer to (a) and (b) is YES, please give details and attached statement, if necessary.

.....
.....

(c) Have you been the subject of an investigation / enquiry for any offence during the last 10 years?

If yes, please indicate nature of offence and date of outcome

.....
.....

DECLARATION

I the undersigned applicant, declare that the particulars in this Application Form and attached sheets thereto are true and accurate and that I have not willfully suppressed any material fact.

Date:

Signature:.....