

Application for Employment

Please attach PHOTO, Certificate Copies and ID CARD Copy.

Pass Port Size
Photo

Name of Applicant :

Position Applied :

Salary (Remuneration) Expected per month :

How many years can you work for this organization (if things are good) :

Where do you see yourself next 1-5 years :

What is your dream job / objective in life :

(Example: Engineer, Captain,
Dive Instructor, Accountant, etc...)

Sex: Male

Female

Date of birth:

Height:		Weight:	
Place of Birth:		Number of Children:	
Religion (optional):		Passport / ID Number :	
Marital Status:		Mobile Phone No:	
Nationality:		Telephone in case of emergency:	
Current Address:		Permanent Address:	
E-mail:		WhatsApp/ Viber Numbr:	

Particulars of immediate family – wife, husband, parents, uncles etc.

Name	Relationship / Age	Contact Number	Working / Retried	Special needs

Rate: 0 to 5 (0 having no knowledge and 5 being excellent)

Computer Skills:	MS Office	Email	Adobe	CorelDraw
Rate: 0 to 5	CAD	Projects	QuickBooks	Face Book
	?		SAP	Twitter

Signature of Applicant:

Date:

Application for Employment

Education			
School / College	Year		Certificate / Diploma / Degree
	From	To	

Languages	Spoken			Written			Understood		

Working Experience – starting from most recent					
Name & address of employer	Period of Employment		Position	Salary	Reason for Leaving
	from	To			

Character reference – name of relative should not be given			
Name	Address	Telephone Number	Occupation

What makes you tick (motivates you)?	What are your strengths?
What is the book you read most recently?	What is your favorite colour?
What is your favorite food?	What are your hobbies?
What are your weaknesses?	What do you do during free time and holidays?
Are you a quick learner?	In your work, what is the task you hate most?
Are you quick with your hands and feet?	Do you like new things?
Can you multitask?	How do you get the adrenalin rush?
What task do you like most in your job ?	Are you able to perform work under pressure?
What is the most challenging task you have done?	

Signature of Applicant:

Date:

Application for Employment

Please answer the following questions		
Questions	Yes/No	Please explain
Have you ever had any serious illness / operation? If so explain?		
Do you have any physical disability?		
Are you involved in NGO or active politics?		
Do you have any bonds with private or any other Government authorities? If so explain.		
Have you ever had been dismissed / suspended by any institution or employer?		
Have you any debts / dues?		
Have you been ever convicted in the court of law in any country?		
Do you have any friends / relatives working in this organization? Names please.		
Are you dependable & take responsibility seriously?		
Do you smoke or use alcohol ?		
Do you take drugs?		
Have you got tattoos and piercings?		
Do you follow regulations?		
When there are issues, do you discuss?		
Do you have integrity ?		

When can you join us ?

Earliest possible DATE to Join in Maldives?

Salary is calculated from 16th to 15th of every month and given at the end of month

In addition; I hereby declare that every statement given by me in this form is true and is given voluntarily. I have not willfully withheld any information in this application. I authorize the Management to submit the said information to any person or organization for the purpose of investigation, which the management may desire to make. I agree to indemnify the management from all liabilities, demands, claims, suits, proceedings, costs and expenses of any nature in connection with the foregoing.

I also agree that if any false declaration is made by me, my contract may be terminated without notice:

Submit with this Application:

PHOTO (passport size), Certificate Copies ID CARD Copy,

Also your present or last Job Tasks based on weekly, monthly and annual basis.

ONLY WHEN SELECTED: Police Report & Medical will be required when you have been short listed / selected.

Signature of Applicant:

Date: