

## Application for Employment

<p><b>WHAT IS THE PURPOSE OF THIS FORM</b></p> <p>To assist AMCED ENGINEERING in selecting a person for an advertised post.</p> <p>This form may be used to identify candidates to be interviewed. Since all applicants cannot be interviewed, you need to fill in this form completely, accurately and legibly. This will help to process your application fairly.</p> <p><b>WHO SHOULD COMPLETE THIS FORM</b></p> <p>Only persons wishing to apply for an advertised position</p> <p><b>ADDITIONAL INFORMATION</b></p> <p>This form requires basic information. Candidates who are selected for interviews will be requested to furnish additional certified information that may be required to make a final selection.</p> <p><b>SPECIAL NOTES</b></p> <p>1 - All information will be treated with the strictest confidentiality and will not be disclosed or used for any other purpose than to assess the suitability of a person, except in so far as it may be required and permitted by law. Your personal details must correspond with the details in your ID or passport.</p> <p>2 - Passport number in the case of non-South Africans.</p> <p>3 - This information is required to enable AMCED ENG to comply with the Employment Equity Act, 1998.</p> <p>4 - This information will only be taken into account if it directly relates to the requirements of the position.</p> <p>5 - Applicants with substantial qualifications or work experience must attach a CV.</p>	<b>A. THE ADVERTISED POST</b>				
	Position for which you are applying (as advertised)		Department where the position was advertised		
	Reference number (as stated in the advert)		If you are offered the position, when can you start <b>OR</b> how much notice must you serve with your current employer?		
	<b>B. PERSONAL INFORMATION</b>				
	Surname				
	First Names				
	Date of Birth				
	ID number <sup>2</sup>				
	Race <sup>3</sup>	<i>African</i>	<i>White</i>	<i>Coloured</i>	<i>Indian</i>
	Gender <sup>3</sup>		<i>FEMALE</i>	<i>MALE</i>	
Do you have a disability? <sup>3</sup>		<i>YES</i>	<i>NO</i>		
Are you a South African Citizen?		<i>YES</i>	<i>NO</i>		
If no, what is your Nationality					
And do you have a valid work Permit?		<i>YES</i>	<i>NO</i>		
Have you ever been convicted of a criminal offence or been dismissed from employment? <sup>4</sup>		<i>YES</i>	<i>NO</i>		
Do you have a drivers license		<i>YES</i>	<i>NO</i>		
License Code					
Other Licenses					
<b>C. HOW DO WE CONTACT YOU</b>					
Cell Number					
Telephone number		( )			
Preferred method for correspondence		<i>Cell</i>	<i>E-mail</i>	<i>Tel</i>	
e-mail:					

D. LANGUAGE PROFICIENCY - state 'good', 'fair' or 'poor'						
	Languages (specified)					
Speak						
Read						
Write						

E. QUALIFICATIONS <sup>5</sup> (please ignore if you have attached a CV with these details)		
Name of School / Technical College	Highest qualification obtained	Year Obtained
<i>Tertiary education (complete for each qualification you obtained)</i>		
Name of Institution	Name of Qualification	Year Obtained
Current study (institution and qualification)		

F. WORK EXPERIENCE <sup>5</sup> (please ignore if you have attached a CV with these details)						
Employer (including current employer)	Post held	From		To		Reason for Leaving
		MM	YY	MM	YY	

G. REFERENCES (please ignore if you have attached a CV with these details)		
Name	Relationship to you	Tel. No. (office hours)

DECLARATION	
<i>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.</i>	
Signature:	Date:

Please add a clear photo of yourself to this page

