

CONFIDENTIAL

APPLICATION FOR EMPLOYMENT

POSITION APPLIED FOR

--

PERSONAL/FAMILY PARTICULARS

Full Name (as in NRIC) Please underline surname	*Dr/Mr/Mdm/Miss	NRIC No./Colour
---	-----------------	-----------------

Address	Telephone No. (Home) (Handphone) (Office)
	Email Address

Date of Birth	Country of Birth	Citizenship	Marital Status
---------------	------------------	-------------	----------------

Gender *Male/Female	Race	Dialect Group	Are you a Christian? *Yes / No	If yes, please specify Church:
------------------------	------	---------------	-----------------------------------	--------------------------------

Particulars of spouse, children, parent and siblings

Name	Age	Relationship	Occupation	Employer

Emergency Contact Person	Relationship	Contact Number
--------------------------	--------------	----------------

FOR FOREIGNERS

Passport No./Identification No.	Work Permit No./Employment Pass No.	Date Issued	Date Expiry
---------------------------------	-------------------------------------	-------------	-------------

* Delete accordingly

EDUCATION / TRAINING

Name of School College/University	From DD/MM/YY	To DD/MM/YY	Course/ Major	Highest Standard Passed (Certificate/Diploma/Degree)
Scholarship / Merit Awards	From	To	Course	Content of Scholarship / Awards
Courses Currently Attending Institution Name	From DD/MM/YY	To DD/MM/YY	Course / Major	Indicate if course is sponsored by company

GENERAL INFORMATION**PROFESSIONAL MEMBERSHIP**

Name of Institute	Country	Membership Type	Member since

EXTRA-CURRICULAR ACTIVITIES

	At School	At University/College	Currently
Sports / Games			
Membership of Club, Society, Association			

KNOWLEDGE OF COMPUTER SOFTWARE

1.	2.	3.	4.
----	----	----	----

KNOWLEDGE OF LANGUAGES

Written	Spoken
---------	--------

HOBBIES / INTERESTS

1.	2.	3.	4.
----	----	----	----

NATIONAL RESERVIST OBLIGATION

Are you liable for national reservist service ?	*Yes / No / Exempted
---	----------------------

*Delete accordingly

Begin with most recent employer

EMPLOYMENT HISTORY						
EMPLOYER 1						
From DD/MM/YY	To DD/MM/YY	Name of Employer			Job Title	Supervisor's Job Title
Basic Salary		AWS*	Bonus	Allowance	Others	Reason for Leaving
Starting	Ending	(Please state no. of months)				
Duties & Responsibilities					Major Achievements	
EMPLOYER 2						
From DD/MM/YY	To DD/MM/YY	Name of Employer			Job Title	Supervisor's Job Title
Basic Salary		AWS*	Bonus	Allowance	Others	Reason for Leaving
Starting	Ending	(Please state no. of months)				
Duties & Responsibilities					Major Achievements	
OTHER EMPLOYERS						
From DD/MM/YY	To DD/MM/YY	Name of Employer			Job Title	Reason for Leaving

*Annual Wage Supplement

OTHER INFORMATION

Please answer the following questions:

- 1. Have you ever suffered, or are suffering from any medical condition, illness, disease, mental illness or physical impairment? Yes / No*
- 2. Have you ever been dismissed or discharged from the service of any company? Yes / No*
- 3. Have you ever been convicted in a court of Law in any country? Yes / No*
- 4. Have you ever been detained by the police or any government (other than traffic violations or misdemeanors)? Yes / No*
- 5. Have you been or are you under any financial embarrassment i.e. (a) an undischarged bankrupt, (b) a judgement debtor, (c) have unsecured debts and liabilities of more than 3 months of last-drawn pay, (d) have signed a promissory note or an acknowledgement of indebtedness? Yes / No*
- 6. Have you broken any bond, left an employer without serving your period of moral obligatory service or are currently serving any bond or moral obligatory service (e.g. bonds associated with scholarships or obligatory service related to training awards or no-pay leave, etc)? Yes / No*
- 7. Have you ever been employed by Trinity Christian Centre? Yes / No*
- 8. Have you applied to Trinity Christian Centre before? Yes / No*
- 9. If you have answered 'Yes' to any of the questions 1 to 8, please give details:

- 10. Do you have any relative / friends presently employed by Trinity Christian Centre? Yes / No*

If yes, please specify:

Name	Relationship	Department	Job Title

- 11. How were you referred to the position applied for at Trinity Christian Centre?

Advertisement () Bulletin () Friends / Relatives () Other Sources : _____

Minimum Expected Salary	Notice Period Required	Earliest Start Date
-------------------------	------------------------	---------------------

REFERENCES

Name	Address	Telephone	Occupation	Years Known

DECLARATION

I declare that all information given by me is true and that I have withheld nothing which would affect my employment with the company.

Applicant's Signature

Date

*Delete accordingly