# Job Application Form

Recent photo please

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| **Position applied for:** |  | Found position from: |  |
| Name in NRIC/Passport: |  | NRIC / Passport No.\*: |  |
| Name Chinese characters: |  | Hanyu Pinyin: |  |
| Home address: |  | Mobile: |  |
|  |  | Email: |  |
| Gender: | Male / Female | Race: |  | Nationality: |  | Singapore PR:  | Yes / No |
| Marital status | [ ]  Single [ ] Married [ ] Separated [ ] Divorced [ ] Widowed | Birth date: |  |
| Languages/dialects: |  |
| Religion: |  | Member of: |  |
| Driving license | Class [ ] 1 [ ] 2 [ ] 2A [ ] 2B [ ] 3 [ ] 3A [ ] 4 [ ] 5 | Do you own a vehicle? |  |

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| **Family information** |
| **Name** | **Gender** | **Relationship** | **Birthdate** | **Company/School** | **Occupation** |
|  | M / F | Spouse |  |  |  |
|  | M / F | Father |  |  |  |
|  | M / F | Mother |  |  |  |
|  | M / F |  |  |  |  |
|  | M / F |  |  |  |  |
|  | M / F |  |  |  |  |
|  | M / F |  |  |  |  |

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| **Academic qualifications** |
| **Period** (mm-yyyy to mm-yyyy) | **School / Institution** | **Course / major** | **Highest level obtained** |
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| **Employment history** |
| Employment status: | [ ] Retired [ ] Self-employed [ ] Unemployed [ ] Employed |
| Name of employer/company: |  | Position: |  |
| Office address: |  | Tel (O): |  |
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| **Period**  | **Company** | **Position** | **Salary** | **Reason for leaving** |
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| **Referees** (Please provide 2) |
| Name: |  | Title: |  | Relationship: |  |
| Address: |  | Mobile: |  |
|  | Email: |  |
|  |
| Name: |  | Title: |  | Relationship: |  |
| Address: |  | Mobile: |  |
|  | Email: |  |
|  |
| **Emergency contact** |
| Name: |  | Title: |  | Relationship: |  |
| Address: |  | Mobile: |  |
|  | Email: |  |

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| **General** |
| 1 Do you have any disability or medical condition that will affect your performance?  | Yes / No | If yes please elaborate: |
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| 2 Have you been convicted of any crime in a court of law here or elsewhere? | Yes / No | If yes please elaborate: |
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| I fully understand and agree that the personal information which I have provided may be disclosed to other agencies or individuals for the purposes of(a) evaluating your suitability for involvement and/or employment with C3;(b) record keeping, storage & audit.I trust that the information will be used strictly for the purposes stated. I agree for C3 to contact me for purposes relating to C3 programmes, services and activities and maintaining the ongoing involvement with C3.Non mandatory declaration (but may limit deployment)[ ]  I declare that I have not been convicted in any court of law for any criminal act and have not been reprimanded, suspended, ex-communicated or dismissed from any organization for sexual misconduct, harassment, inappropriate behaviour or behaviour prejudicial to that organization or the community.I declare that the particulars given in this form and any other documents submitted (if any) are true and correct to the best of my knowledge. I understand that any omission or false statements made by me in this application will be sufficient grounds for immediate termination. |
| Signature: |  | Date: |  |
|  |  |
| Please mail or fax completed form to |
| Human resourceCalvary Community Care147 Potong Pasir Avenue 1 #02-83 Singapore 350147 |
| Phone: 6281 1866 • Fax: 6281 1867 • Email: care@calvary.org.sg |

Note: \*Required only when shortlisted for interview