**NATIONAL CHILDREN’S COUNCIL**

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| *Read carefully the notes at para15 before filling this form*  *Para 15 before filling this form*  **APPLICATION FORM** | | | FOR OFFICIAL USE |
| 1. **Post Applied for**………………………………………………………………………………………………………..   …………………………………………………………………………………………………………………………………. | | |  |
| **National Identity No** : | | Marital Status  (M – Married S – Single) | INDEX NO |
| Title Mr Mrs Miss  **Surname**:………………………………………………………………………………………………………………  (in block letters)  **Other Names**: ……………………………………………………………………………………………………..  (in block letters)  **Maiden Names** (if applicable) ……………………………………………………………………………….   1. **Residential Address**: ………………………………………………………………………………………………   ………………………………………………………………………………………………………………………………  ………………………………………………………………………………………………………………………………  **Home Telephone No**…………………… **Office Telephone No**……………..**Mobile** ………………..  **Date of Birth …………………………………. Age………….. Place of Birth ……………………..**  **Nationality……………………………….. Certificate No (if Naturalised) ..… & Date………..** | | |
| **QUALIFICATIONS** | | |  |
| 4.**Secondary Ordinary Level**  State whether Cambridge SC or Cambridge G.C.E  ………………………………………………………………………………………….. | 4.1 **London Certificate of Education (Ordinary Level)**  ……………………………………………………………………………………………………….. | | |
| Month/Year Exam Centre No Index No | Month/Year Exam Centre No Index No | | |
| Subject Grade  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ……………….  ……………………………………………………………………………. ………………  ……………………………………………………………………………. ……………….  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ……………… | Subject Grade  ……………………………………………………………………………… …………….  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  ……………………………………………………………………………. ………………  ……………………………………………………………………………. ………………  ……………………………………………………………………………. ………………  ……………………………………………………………………………. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ……………… | | |

Result …………………………………….. Aggregate ……………………….

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| 5.Secondary Advanced Level  State whether Cambridge HSC or Cambridge G.C.E  ………………………………………………………………………………………….. | 5.1 London Certificate of Education (A Level)  ……………………………………………………………………………………………………….. |
| Month/Year Exam Centre No Index No | Month/Year Exam Centre No Index No |
| Subject Grade  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ……………….  ……………………………………………………………………………. ………………  ……………………………………………………………………………. ………………. | Subject Grade  ……………………………………………………………………………… …………….  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  ……………………………………………………………………………. ………………  ……………………………………………………………………………. ………………  ……………… |

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| Subsidiary Subject Grade | Ordinary Level Grade |
| …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ……………….  ……………………………………………………………………………. ………………  General Paper ………………. | ……………………………………………………………………………… …………….  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  ……………………………………………………………………………. ………………  ……………………………………………………………………………. ……………… |

Result ………………………………………………………

6. Other Secondary Qualification (e.g Baccalaureat, Matriculation, Secondary & Higher Secondary Certificates from India, Pakistan etc). (Attached photocopies of mark sheets, result slips)

Examining Body …………………………………………………………………………………………………………

Country …………………………………………………………………… Year ……………………………….

Certificate …………………………………………………………………………………………………………………

|  |  |
| --- | --- |
| Subject Grade | Marks Percentage |
| …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. ………………  …………………………………………………………………………….. …………….  ……………………………………………………………………………. ………………  …………………………………………………………………………… …………….. | …………………………………………………………………………….. .……………  ……………………………………………………………………………… …………….  …………………………………………………………………………….. ……………  …………………………………………………………………………….. ……………  ……………………………………………………………………………. ……………  ……………………………………………………………………………. …………… |

Result ……………………………………………. Total …………………………………………….

7. Technical and Vocational Qualifications (e.g Typing and shorthand, B.A.P, Technician Certificate, ICT, etc)

Name of University/Examining Body …………………………………………………….. Country ………………………………..

Specify exact qualifications obtained ……………………………………………………. Class/Division/Level ……………

Duration of course/study : From ………………………………………. To……………………………………

8. **Diploma Qualifications (**below degree level)

Name of University/Examining Body ------------------------------------------- Country ………………………………………..

Specify exact qualifications obtained …………………………………………………. Class/Division/Level ……………………

Duration of course/study: From …………………………………………… To ……………………………………………………………..

**Subjects**

|  |  |
| --- | --- |
| ………………………………………………………………………………….. | …………………………………………………………………………… |
| ………………………………………………………………………………….. | …………………………………………………………………………… |
| ………………………………………………………………………………….. | ……………………………………………………………………………… |

9. **Degree/Professional Qualifications**

Name of University/Examining Body …………………………………………………….. Country ……………………………………………

Specify exact qualifications obtained ……………………………………………………. Class/Disivion/Level…………………………

Duration of course/study: from …………………………………….. to ………………………………………….

|  |  |
| --- | --- |
| Main Subjects | Subsidiary Subjects |
| ………………………………………………………………………………….. | …………………………………………………………………………… |
| ………………………………………………………………………………….. | …………………………………………………………………………… |
| ………………………………………………………………………………….. | ……………………………………………………………………………… |

10. **Post Degree/Qualifications**

Name of University/Examining Body ……………………………………………. Country ………………………………..

Specify exact qualifications obtained …………………………………………… Class/Division/Level ……………..

Duration of course/study: From………………………………. To …………………………………….

|  |  |
| --- | --- |
| Main Subjects | Subsidiary Subjects |
| ………………………………………………………………………………….. | …………………………………………………………………………… |
| ………………………………………………………………………………….. | …………………………………………………………………………… |
| ………………………………………………………………………………….. | ……………………………………………………………………………… |

11. **Other Qualifications as laid down in the advertisement (e.g *Driving Licence, First Aid etc)***

**--------------------------------------------------------------------------------------------------------------------------------------------------**

12. **Experience and skills relevant to the post applied for (*Attach, documentary evidence)***

13 (i) Present Employment Temporary/Substantive Min/Dept/Organisation

Post Held

…………………………………………………………. …………………………………………… ……………………………………..

Date of Present Appointment Date of Confirmation Present Salary per month

………………………………………………………. ………………………………………….. ………………………………………..

(ii) **Previous Employment (including Government Service and Parastatal)**

*Post held Temporary/Substantive Organisation Period of Appointment*

*From – To*

…………………………………….. ………………………………….. …………………….. …………………………………

……………………………………. …………………………………. ……………………… …………………………………

…………………………………… ………………………………… . ……………………… …………………………………

14. (a) Have you ever been prosecuted before a court of law for any offence AND subsequently found guilty?

Answer Yes or No ……….. if yes, give details (court, charge, date, sentence e.g prison, fine, caution or

Conditional discharge):

…………………………………………………………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………………………………………………………

(b) Have you ever resigned or been dismissed or retired from the Public Service or Parastatal Body on any

Grounds whatsoever>

Answer Yes or No ……. If yes, give details:

…………………………………………………………………………………………………………………………………………………………………………

…………………………………………………………………………………………………………………………………………………………………………

15. IMPORTANT: PLEASE READ THE ADVERTISEMENT CAREFULLY: Incomplete, inadequate or inaccurate filling of the form may cause the applicant’s elimination form consideration. It is an offence to give false information or to conceal any relevant information. This may to an application being rejected or if a candidate has already been appointed, to the termination of his appointment.

**DECLARATION**

I, ………………………………………………………………………………………………………, the undersigned applicant, declare that the particulars are true and accurate and that I have not willfully suppressed any material fact.

Date………………………………………… Signature ………………………………………………………………………….