

*We are an equal opportunity employer*  
**APPLICATION FOR EMPLOYMENT FORM**

*Please complete in your own handwriting*

Application for employment as ..... Dept:.....

**1. PERSONAL DETAILS**

Surname:..... First Name:.....

Address:.....

.....

Telephone Home No:..... Mobile No:.....

Age:..... Date of Birth:.....Sex:.....

Marital Status: Single/Married/Divorced/Widow

**IF MARRIED:**

No. of children:..... Ages:.....

Husband's/Wife occupation & employer:.....

**IF SINGLE:**

Father's occupation & employer:.....

Have you been convicted of a criminal offence? Yes or No.....

If yes, please specify:.....

Are you prepared to work long hours/or stay to perform extra duty? Yes or No.....

Why have you chosen to work at the Pearle Beach Resort and Spa?.....

.....

**2.QUALIFICATION(EDUCATION & PROFESSIONAL)**

Name of School/College	From	To	Certificate/Courses Followed
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

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### 3. PREVIOUS EMPLOYMENT

Name of company	From	To	Position Held	Reason for
.....				
.....				
.....				
.....				
.....				
.....				

### 4. PRESENT SITUATION

a) Are you in employment at present? Yes or NO?.....

b) If Yes, state name of employer:.....

c) Position Held:..... Present Salary: Rs.....

Other Benefits:.....

d) Expected salary and benefits:.....

### 5. REFEREES

Give the names and addresses of the two persons who have known you professionally and who could be contacted to give information on yourself:

Name:..... Position Held:.....

Address:.....

Name:..... Position Held:.....

Address:.....

### 6. DECLARATION

I certify that the information above is correct and any false information provided might be used against me.

Signature of Applicant:..... Date:.....

### 7. OFFICE USE ONLY

Date:..... Job:..... Interviewed by:.....

Comments:.....

Applicant to commence employment on:..... As:.....

Salary:..... Other Conditions:.....

Bank/Branch:..... Account No.:.....

Special Remarks:.....

Signature of Human Resources Manager:.....