

KINGSWOOD COLLEGE

Application for Employment – Finance/Administration/Catering Department



APPLICANT INFORMATION

Surname		First Name		Initial	Date
Street Address					
Town/City		Postcode		Cell No	
Phone No		E-mail Address			
Date Available		ID / Passport No		Marital Status	
Position Applied for					
Are you a SA citizen?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If not, do you have a permit to work in South Africa? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Have you ever worked for an independent school?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?	
Do you have a criminal record?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain	

EDUCATION

Secondary Education		Address			
From	To	Highest Grade passed			
College/University		Address			
From	To	Qualifications			
College University		Address			
From	To	Qualifications			

REFERENCES

Please list two professional references.

Full Name		Relationship	
Company		Phone No ()	
Full Name		Relationship	
Company		Phone No ()	

DEPENDENTS

PREVIOUS EMPLOYMENT

Company		Phone No ()	
Address		Supervisor	
Job Title	Starting Salary	R	Final Salary R
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone No ()	
Address		Supervisor	
Job Title	Starting Salary	R	Final Salary R
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone No ()	
Address		Supervisor	
Job Title	Starting Salary	R	Final Salary R
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge. Kingswood College is authorised to verify any information including a SA Police clearance certificate and/or credit clearance.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my dismissal.

Signature

Date