


KUMAKA**Industries Limited****APPLICATION FORM****PHOTO**

1. Name : Surname First Name Middle Name

Father's Name :

2. Date of Birth :

Date Month Year

3. Place of Birth :

Town State

4. Nationality :

5. Sex :

6. Height

7. Weight :

8. Identification Marks

9. Marital Status :

(i)

(ii)

10. Permanent Address :

11. Present Address :

12. Permanent Telephone No. :

13. Present Telephone No. :

14. In case of emergency inform :

Name :

Address :

Tel. No.

15. What is your preferred field of work. In order of priority

16. Would you accept employment for less than six months.

17. Have you previously applied for a job in the company/worked with the company (Give period).

18. Knowledge of language : What is your mother tongue

Other languages

Read

Write

Speak

Understand

a.

b.

19. A. School or other Formal Training of Education (e. g. High School, Technical or Apprenticeship (Give full details).

Name, Place and Country	Years Attended		Degree and Academic Distinctions	Main Course of Study
	From	To		

University or Equivalent

Name, Place and Country	Type	Year Attended		Certificates/ Diplomas Obtained
		From	To	
a.				
b.				
c.				

20. List Professional Societies and Activities in Civic, Public or International Affairs :

21. List any Significant Publications you have written (Do not attach)

22. Employment Records : Starting with your present/last post, list in Reverse order every employment you have had. Also note any period during which you were not gainfully employed.

A. From Month/Year	To Month/Year	Salaries per Month		Exact Title of Post :
		Starting	Final	
				Type of Business :
				Name of Head of Department :
Name of Employer :				No. of Employees Supervised :
Address of Employer :				Reason for Leaving :
Description of Duties :				
•				
•				
•				
•				
•				
•				
B. From Month/Year	To Month/Year	Salaries per Month		
		Starting	Final	

Name of Employer :		Exact Title of Post :		
Address of Employer :		Type of Business :		
		Name of Head of Department :		
Description of Duties : A. B. C.		No. of employees supervised :		
C.	From	To	Salaries per Month	Exact Title of Post :
Month/Year	Month/Year	Starting	Final	
				Type of Business :
Name of Employer :				Name of Head of Department :
Address of Employer :				No. of Employees Supervised :
Description of duties :				Reason for Leaving :
1.				
2.				
3.				
23. State if you have served in the Armed Forces or had any training in NCC or any other field qualifying you to be called for active duty in case of emergency for the country's Defence :				
24. Have you any objection to our making enquiries of your present/last employer ?				
25. Are you now or have been a Civil Servant in the Government Employ ? (if 'yes' give detail) :				
26. References : List any three persons, not related to you, who are familiar with your character and qualification. Do not repeat names of Heads of Department,				
Full Name		Full Address		Business or Occupation
a.				
b.				
c.				
27. Have you ever been arrested or summoned in to a court as a Defendant in a Criminal or Civil suit, or convicted, fined, or imprisoned for the violation of any law (exclude Minor Traffic Violations)				
28. Previous Provident Fund Account No. if any :				
29. What minimum salary would you expect, if selected :				
30. I certify that the statements made by me in answer to the foregoing questions are true, complete to the best of my knowledge and belief Any additional information required may be submitted in separate sheets.				
				Signature of Applicant

