

### Employment Application Form

Position Applied		Part Time / Full Time	
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<b>1. Personal Information</b>					
Full Name (as in NRIC) *Mr / <u>Ms</u> / Mrs / Mdm / Dr					
Home Address (Singapore)					
NRIC No		Date of Birth			
Age		Sex	Male / Female		
Country of Birth					
Nationality (Passport)		Race			
Residential Status in Singapore					
Marital Status		Single / Married / Others			
Telephone (Res)		Office		H/P	
Email					
Have you applied before?		Yes / No		Date of previous Application	
Currently working/Name of Organization		Yes / No			
Do you have Approval to work in Singapore		Yes / No			
<b>2. Academic Qualifications</b>					
<i>Please list qualifications attained in chronological order. We would like documents to support your statement below:</i>					
S/N	Name of Institution (State country of study)	From (dd-mm-yy)	To (dd-mm-yy)	Qualification Attained (State class of honors) (if applicable)	Field / Discipline
1					
2					
3					
4					
5					
6					

7					
<b>2. Professional Qualifications</b>					
<i>Please list qualifications attained in chronological order. We would like documents to support your statement below:</i>					
S/N	Name of Institution (State country of study)	From (dd-mm-yy)	To (dd-mm-yy)	Qualification Attained State class of honours (if applicable)	Field / Discipline
1					
2					
3					
4					
5					
6					
<b>3. Your Current/Previous Job</b>					
Name of Employer*				Designation	
Date of Commencement*				Monthly Gross Salary Range*	
<b>4. Your Past Employment Record</b>					
<i>Please list past employment in chronological order.</i>					
S/N	From (dd-mm-yy)	To (dd-mm-yy)	Name of Organization	Level/s Taught	Position Held
1					
2					
3					
4					

5					
<b>5. Family Particulars</b>					
S/N	Name	Relationship	Occupation	Place of Occupation	
1					
2					
3					
4					
<b>CONTACT PERSON/NEXT-OF-KIN (In case of emergency)</b>					
Name		Relationship			Contact Number

<b>6. Language Proficiency</b>						
Language /Dialect	Spoken			Writing		
	Poor	Fair	Fluent	Poor	Fair	Fluent
<b>7. Computer Literacy Proficiency (Please state the application software and indicate proficiency level with "x")</b>						
Application Software	Basic		Intermediate		Advanced	
<b>8. Your Interests (Extracurricular/Cocurricular Activities)</b>						
S/ N	Activity					Attainment Level
1						
2						
3						
<b>9. YOUR REFEREES (excluding relatives)</b>						

S/ N	Full Name	Name of Company	Designation	Contact No	Relationship	Years Known
1						
2						
3						
4						

#### 10. YOUR DECLARATION

I declare that

1. The particulars given in this application are true and correct and that I have not willfully suppressed any material facts.
2. I have never been convicted on a criminal charge

I further understand that any willful act on my part in withholding information or making false statement in this Employment Application is in itself sufficient ground for dismissal from the company.

By signing this Application, I agree that G I G may collect, use and disclose my personal data, as provided in this form for purposes of processing and administering this application in accordance with the Personal Data Protection Act 2012.

**Signature**

**Date (dd-mm-yy)**