



APPLICATION FOR EMPLOYMENT

ATTENTION: Applications uncompleted will not be considered further.

Date	Position applied for	Expected Salary Rate
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PERSONAL PARTICULARS

Full Name:				
Sex: Male	<input type="checkbox"/>	Female	<input type="checkbox"/>	
Date of Birth: Age:				
Place of Birth:				
Nationality: Province:				
Religion:				
Marital Status				
Single	<input type="checkbox"/>	Widow	<input type="checkbox"/>	Divorced
				<input type="checkbox"/>
Separated	<input type="checkbox"/>	Married	<input type="checkbox"/>	
No. Of Children:				
Current Address:				
Telephone No:				
Emergency Address:				
Have you ever been convicted for any offence? If so, give details.....				
.....				
Relatives/Friends working for Gazelle International Hotel:				



EMPLOYMENT RECORD

In space below, list the positions you have held, showing last position first, be accurate.

Name and address of employer	Employed From - To	Nature of business	Position and duties	Gross Salary	Reason for leaving

If there is any additional information you wish to give, use this space.

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EDUCATION

Name and address of school or university	From	TO	Degree or Certificate	Major course of study

GENERAL INFORMATION

Actually Employed? Yes No

Name and location of Employer:

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Your Position: Present Salary:

Why do you wish to change?

Period of notice:Who referred you to us?

Do you have a driving licence? Yes No If yes, what class?



PHYSICAL INFORMATION

How is your health? Excel Good Fair Poor

Have you had any serious illness, injury, or operation? If yes, explain

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Do you have any disability with feet..... hands..... sight..... hearing.....speech.....

If there is any additional information you wish to give, use this space.

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**PERSONAL REFERENCES
FROM PREVIOUS EMPLOYERS**

Name	Occupation	Contact Details

In signing this application I do hereby affirm that the information supplied above is true, to the best of my knowledge and belief, and that any misrepresentation of facts or omissions, are cause for dismissal. I agree that my employment shall be in accordance with Company rules and regulations.

Applicant's Signature



FOR COMPANY USE ONLY

Interview Comments:

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Presentation:	Good	<input type="checkbox"/>	Medium	<input type="checkbox"/>	Bad	<input type="checkbox"/>
Cleanliness:	Very Good	<input type="checkbox"/>	Good	<input type="checkbox"/>	Poor	<input type="checkbox"/>
Punctuality:	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	Poor	<input type="checkbox"/>
Personality:	Strong	<input type="checkbox"/>	Normal	<input type="checkbox"/>	Weak	<input type="checkbox"/>

Interviewed by:

Immediate Supervisor:.....

Department Head:.....

Personnel Manager:.....

Date Employed:.....

Salary:.....

Assigned to work in:.....

Job title:.....

General Manager's Approval:..... **Date:**.....