

EMPLOYMENT APPLICATION FORM

Affix
Passport Size
Photograph

1. POSITION APPLIED FOR: _____

2. APPLICANT'S FULL NAME: _____

3. GENDER: Male Female

4. CURRENT ADDRESS:

5. PERMANENT ADDRESS:

a. Village _____ b. Gewog _____

c. House No. _____ d. Tharm No. _____

e. Dzongkhag _____

6. DATE OF BIRTH: Day _____ Month _____ Year _____

7. CITIZENSHIP IDENTITY CARD NO: _____

8. CONTACT DETAILS

a. Telephone No. _____ (Home) _____ (Office)

b. Email ID _____

9. ACADEMIC QUALIFICATION: (start with the institute last attended)

School/University/College	Major Subject	Percentage obtained	Year of Completion

If insufficient space, attached an additional statement

10. EMPLOYMENT DETAILS : Please list your current/recent employer first.

SN	Name & Address of the employer	Designation	Dates employed		Last Basic Pay	Reason for leaving
			From : dd/mm/yy	To: dd/mm/yy		
1						
2						
3						
4						
5						
6						

11. REFEREES: Please provide contact details for two referees for your application, at least one of which must be a professional referee.

SN	Name	Occupation & Address	Email	Contact No
1				
2				
3				

12. SPECIAL SKILLS & QUALIFICATIONS: Please list any additional skills/memberships/licenses/certificates you feel support your application:

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DECLARATION

Please read carefully and sign the statement below

I understand and agree that;

1. The information I have furnished in this application is genuine and complete to the best of my knowledge
2. Any misrepresentation or fraudulent of any fact in my application/resume, or any other materials, or during interviews, can justify the refusal of employment, or if employed, the termination of employment
3. All of my present and former employers and those individuals I have listed as references may be requested to furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities and other qualities pertinent to my qualifications for employment
4. I agree to NIWI/NHAC keeping this application on file for the purposes of considering my current application and also in the event that future vacancies arise for which I may be suitable

Affix Legal Stamp

Signature..... Date.....

Note: This form should be accompanied by attested copies of academic, training, medical fitness certificate, passport size photograph, security clearance certificate and citizenship card.

For OFFICIAL use ONLY	
Verified by: Name: Position Title:..... EID. No.:..... Signature:.....	<div style="border: 1px solid black; height: 150px; margin: 0 auto;"> <p style="text-align: center; padding: 10px;">REMARKS</p> </div>