

GOVERNMENT OF SAINT LUCIA

EMPLOYMENT APPLICATION

- Important:
1. All sections of this form must be completed.
 2. Print all responses clearly.
 3. Originals or Certified Copies of Academic, Professional and Technical Certificates must be submitted with this form.
 4. Two completed Referee Forms in sealed envelopes must be submitted with this form.
 5. For Public Service Personnel Performance Appraisals Forms must be submitted with this form which must be submitted through the Permanent Secretary.
 6. A completed Physical Examination Certificate must be submitted with this form (except for permanent Public Service Personnel).

POST TITLE POST NUMBER

SECTION A – PERSONAL INFORMATION

1. Name (*Last, First, Middle*)
2. Maiden Name 3. Date of Birth
(*Year/Month/Day*)
4. Age Last Birthday 5. Nationality
6. Place of Birth 7. Father's/Mother's Nationality
8. Marital Status 9. Number of Children 10. Sex
11. Civil Service Staff No. 12. NIS No.
13. Correspondence Address
14. Home Address (*if different*)
15. Telephone No. (*Home*) 16. Telephone No. (*Work*)
17. Next of Kin (Name, Address and Telephone No.)
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SECTION B – EDUCATION RECORD

Educational Institutions	Address	Date		Qualifications obtained, if any, listing Subjects and Grades
		From	To	
18.				
19.				
20.				
21.				
22.				
23.				

SECTION C – EMPLOYMENT EXPERIENCE
(Details of most recent employment must be provided first)

24. Name of Firm Employed From To
Address Title of Post
Reason for Leaving Salary

25. Name of Firm Employed From To
Address Title of Post
Reason for Leaving Salary

26. Name of Firm Employed From To
Address Title of Post
Reason for Leaving Salary

27. Name of Firm Employed From To
Address Title of Post
Reason for Leaving Salary

SECTION D – REFERENCES
(Referees must not be Former Employers or Relatives)

28. Name Address Telephone No.
29. Name Address Telephone No.

SECTION E – OTHER QUALIFICATIONS
(Membership in Professional Organisations, Professional or Technical Qualifications)

30.
31.
32.
33.

SECTION F – SPECIAL QUALIFICATIONS
(e.g. typing, Shorthand, Computer Proficiency)

- 34.
- 35.
- 36.
- 37.

SECTION G – COMMUNITY AND SOCIAL ACTIVITIES
(Provide details of your Community, Social or Sporting involvements)

- 38.
- 39.
- 40.
- 41.
- 42.
- 43.
- 44.
- 45.

SECTION H – LIST OF DOCUMENTS ATTACHED
(Please indicate the documents which you have attached)

- | | |
|----------|----------|
| 46. | 47. |
| 48. | 49. |
| 50. | 51. |
| 52. | 53. |

Application forms which have not been fully completed and forms not accompanied by original or certified copies of certificates and other required documentation will not be considered.

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Signature of Applicant

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Date