



**DESERT LOCUST CONTROL ORGANIZATION
FOR EASTERN AFRICA**

CONFIDENTIAL

APPLICATION FOR EMPLOYMENT

To be submitted in applicants' own handwriting, to the **DIRECTOR, DESERT LOCUST CONTROL ORGANIZATION FOR EASTERN AFRICA.**

Vacancy for which application is made _____

1. Surname _____ Other Names _____
(BLOCK CAPITALS) (BLOCK CAPITALS)

Maiden name if married woman _____

Full postal address _____

Telephone No. Office _____ Residence _____

e-mail _____

2. Date of Birth _____

Place of Birth _____ Country _____

Nationality at Birth _____

Present Nationality _____

Travel Permit/Passport No. _____ Date & Place of Issue _____

_____ Valid until _____

3. Whether single, married, widower, widow, divorced, wife's full maiden name (or husband's full name) _____
IN CASE OF MARRIED WOMAN: husband's occupation _____
and address _____
Wife's/husband's nationality _____
Number of children and sex _____
Aged respectively _____
-

a) Present employment _____

(Position held and name of employer)

Salary US\$ _____ a year. State whether you are under contract in your employment, and conditions of separation _____

Give details of other privileges you receive _____

b) Give accurate details of actual responsibilities in your present post.

c) Have you in any way done any consultancy assignment? If so, please give details:

i) Organization for which you have worked as consultant _____

ii) The nature of consultancy _____

4. Schools and Colleges In Chronological order, Mentioning distinctions gained	Name of Headmaster or Principal	Date (Month & Year)	
		From	To

5. a) Give particulars of educational, professional or technical qualifications stating where and when obtained, with particulars of examinations passed.

b) Name Professional Associations of which you are a member.

c) List your publications or completed research projects.

6. Knowledge of Languages

Languages	Read		Write		Speak		Understand	
	Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily

7. For Clerical grades only indicate speed in words per minute.

	English	French	Other Languages
Typing			
Shorthand			

List any office machines or equipment you can use.

8. Give full details of your employment since leaving School or College (including service with the Armed Forces) and duration of each employment. Attach copies (NOT originals) of available testimonials and certificates of service etc. **IT IS ESSENTIAL THAT THESE PARTICULARS ARE GIVEN IN FULL. Attach a page describing fully your past experience which is of direct benefit/relevance to the post advertised.**

9. Do you suffer from any physical impairment or permanent illness?

If so, give details _____

10. Have you ever been convicted or charged in a court of law? YES/NO

If the answer is "yes". Give the following particulars:-

a) Offence for which convicted _____

b) Date and Place of Conviction _____

c) Sentence imposed _____

The fact of any applicant declaring that he has been convicted of an offence will not necessarily debar him from employment in the Organization. Each case will be considered on its own merits having regard to the nature and the circumstances of the offence.

11. I hereby certify that I do not suffer from any pecuniary embarrassment. (If, however, you do suffer from pecuniary embarrassment you must give particulars).

12. I certify that the above information is true and accurate to the best of my knowledge and that false information renders this application null and void.

(Signature of Applicant)

PERSONAL REFERENCES:

Give two names and address of persons not related to you, who are familiar with your character and qualifications.

1. Name _____
Address _____
Occupation _____
Period during which he has known you _____

2. Name _____
Address _____
Occupation _____
Period during which he has known you _____

(PLEASE USE BLOCK CAPITALS)

Date -----

(Signature of Applicant)