

Position _____

Personal Information				
Last Name:	Frist Name	Middle Name	NIC#	Email Address:
Address:	Mailing Address (if different)			Telephone (s) #
Date of Birth:	Place of Birth:			Nationality:
Next of Kin (or nearest relative)				
Name: _____		Telephone Number(s): _____		
Current Address: _____				
Job Interest				
Date available for work: _____		Salary Expectations: _____		
How did you hear about this position? _____		Are you related to any employee of the Authority? Yes No		
State name and relationship: _____				
Prior Work Experience				
Please include part time employment.				
	Current or Most Recent	Job Experience 1	Job Experience 2	Job Experience 3
Employer				
Address				
Telephone Number				
Name of Immediate Supervisor				
Dates of Employment				
Position/ Job Title				
Reason for leaving				
May we Contact				
Have you previously applied for employment with this company? If yes, explain				

Have you ever worked with this company before? If yes, explain

Do you have any medical or other conditions that will prevent you from attending regularly and from performing the job satisfactorily?

Have you lived outside of St. Lucia? If yes, specify timeline(s) and Location(s)

Have you ever been charged with and /or convicted of a criminal offence in any country? If yes, details

Education and Training

	Name & Location	Last Year Complete	Degree	Certificates
Secondary School				
College / University				
Other				

Are you pursuing further or planning to do so in the next year? Yes No

If Yes, explain

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Business References

1. Name
Company
Name
Telephone
Number

Position
Address

Years
Known

2. Name
Company
Name
Telephone
Number

Position
Address

Years
Known

By signing, I hereby certify that the above information, to the best of my knowledge, is correct. I understand that falsification of this information may prevent me from being hired or lead to my dismissal if hired.

Signature: _____

Date: _____

For Human Resources Department Only

	1 st Interview	2 nd Interview
Panel Members Names		

Employment Status:

Date of Employment: _____

Salary: _____

Department: _____

Employee No.: _____

Approved by: _____

Comments:

Temporary	Probation	Full Time
Consultant	Part Time:	Date: