



ALFRED NZO

DISTRICT MUNICIPALITY

APPLICATION FORM FOR EMPLOYMENT

TERMS AND CONDITIONS

1. The purpose of this form is to assist a Municipality in selecting suitable candidates for an advertised post.
2. This form must be completed in full, accurately and legibly. All substantial information relevant to a candidate must be provided in this form. Any additional information may be provided on the CV.
3. Candidates shortlisted for interviews may be requested to furnish additional information that will assist Municipalities to expedite recruitment and selection processes.
4. All information received will be treated with strictly confidentiality and will not be used for any other purpose than to assess the suitability of the applicant.

A. DETAILS OF THE ADVERTISED POST (as reflected in the advertisement)

Advertised post applying for	
Reference Number	
Name of Municipality	
Notice Service Period	

B. PERSONAL DETAILS

Surname				
First Names				
ID or Passport Number				
Race	African	Coloured	Indian	White
Gender			Female	Male
Do you have a disability?			Yes	No
If yes elaborate				
Are you a South African citizen?			Yes	No
If no what is your Nationality?				

ERF 1400 NTSIZWA STREET, PRIVATE BAG X511, EMAXESIBENI, 4735,

TEL: 039 254 5000 FAX: 039 254 0343 WWW.ANDM.GOV.ZA CUSTOMER CARE LINE: 086 000 3781

Work Permit Number (if any)	
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Do you hold a professional membership with any professional body? If yes provide information below:		Yes	No
Professional Body Name:	Membership Number:	Expiry Date:	

C. CONTACT DETAILS

Preferred language for correspondence?			
Telephone Number During Office hours			
Preferred Method for correspondence (Mark with an X)	Post	E-mail	Fax
Correspondence Contact Details (in terms of the above)			

D. QUALIFICATIONS (Additional information may be provided on your CV)

Name of school/ Technical College	Highest Qualification Obtained	NQF Level	Year Obtained

TERTIAL QUALIFICATIONS

Name of Institution	Name of Qualification	NQF Level	Year Obtained

E. WORK EXPERIENCE (additional information may be provided on your CV)

Employer (starting with the most recent)	Position	From		To		Reason for Leaving
		MM	YY	MM	YY	

If you were previously employed in Local Government, indicate whether is there any condition exists that prevents your re-employment:	Yes	No
If yes, provide the name of the previous employing Municipality/Entity		
F. DISCIPLINARY RECORD		
Have you been dismissed for misconduct on or after 5 July 2011?	Yes.	No
If yes, Name of Municipality / Institution:		

Did you resign from your job on or after 05 July 2011 pending finalization of any disciplinary proceedings against you? If yes, provide details on a separate sheet.	Yes	No		
G. CRIMINAL RECORD				
Were you convicted of a criminal offence involving financial misconduct, fraud or corruption on or after 5 July 2011? If yes, provide details on a separate sheet	Yes	No		
Did you resign from your job on or after 05 July 2011 pending finalization of a criminal offence involving financial misconduct, fraud, or corruption against you? If yes, provide details on a separate sheet	Yes	No		
If yes, type of criminal Act				
Date criminal case finalized				
Outcome / judgment				
H. REFERENCE				
Name of reference	Relationship	Tel (office hours)	Cellphone Number	Email

I. DECLARATION	
I hereby declare that all the information provided in this application and any attachments in support thereof is to the best of my knowledge true and correct. I understand that any misrepresentation or failure to disclose any information may lead to my disqualification or termination of my employment contract, if appointed.	
Signature:	Date: