

<u>APPLICATION FOR EMPLOYMENT FORM</u>

Please complete all sections of this form as required and submit to <u>jobs@fortune.co.ke</u> (Do not attach copies of certificates and testimonials).

1. Vacancy Applied For							
Vacancy/Post:							
2. Personal Details of the Applicant							
Name:							
(Surname) First Name Other Name(s):							
Gender: ☐ Male ☐ Female Date of Birth (dd/mm/yyyy):							
E-mail: Phone No:							
Physical address:							
Marital Status: ☐ Married ☐ Single ☐ Divorced ☐ Other:							
Disability Status: □ Disabled □ Not Disabled Type of Disability:							
County of Origin: Sub-county:							
Current Place of Residence: County:							
3. Other Personal Details							
Have you ever been convicted of any criminal offence or a subject of probation order? Yes No							
If Yes, state nature of offence, the year and duration of conviction							
Have you ever been dismissed or otherwise removed from employment? Yes No							
If Yes, State reason (s) for dismissal/removaleffective date							



Year					Specializa	ation/		
From	То	Institution	Award/Attainment (e.g. Higher Diploma, Diploma, Certificate)		Subject (e. g Human Resource, Engineering, Counselling e.t.c)		Class/Grade	
5. Courses and Training Attended								
Year	Univ	University/College/Institution		Name of Course		Details and duration		
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4. Academic Qualifications. (Starting with the Highest)

6. Employment History (Begin with most current)							
Name of Organization	Position Held	From (mm/yyyy)	To (mm/yyyy)				
Current Gross Salary (KE	(S):						
Current Gross Salary (IXI	10).	••••••					
7. Briefly state your curr	ent duties, responsibilitie	es and assignments (if any)					
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applied for. This information may include an outline of your most recent achievements and your reasons for applying for this post.
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1. Full Name: Occupation: Mobile No: E-mail address: Period for which the referee has known you: 2. Full Name: Occupation: Mobile No: E-mail address: Period for which the referee has known you: 3. Full Name: Occupation: Address: City/Town: Mobile No: E-mail address: Period for which the referee has known you:

9. Referees (people who have interacted with you professionally)



10. DECLARATION						
I certify that the particulars given on this form are correct and understand that any incorrect /misleading information may lead to disqualification and/or legal action.						
Date:(dd-mm-yyyy)	Signature of the Applicant					