



REPUBLIC OF NAMIBIA

**PUBLIC SERVICE OF NAMIBIA
APPLICATION FOR EMPLOYMENT**

PLEASE NOTE: 1. This form must be completed in ink by the applicant in his/her own handwriting and, if available, certified copies of educational certificates must be attached.
2. The Health Questionnaire must also be completed and attached to this form.

A. EMPLOYMENT DESIRED

<p>1. Nature of employment desired or post applied for:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>3. Centre(s) where appointment is preferred in order of preference:</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p>2. Ministry(ies)/Department(s) in order of preference:</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>4. When can you assume duty?</p> <p>5. If post has been advertised, Reference:</p> <p>Advertised in:</p> <p>Date:</p>
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B. PERSONAL PARTICULARS

1. Surname (also maiden name if applicable) (in block letters)		<p>3. Mark with an "X" in the appropriate spaces.</p> <p>(i) <input style="width: 100px; height: 25px;" type="checkbox"/> Male</p> <p>(ii) <input style="width: 100px; height: 25px;" type="checkbox"/> Female</p> <p>(iii) <input style="width: 100px; height: 25px;" type="checkbox"/> Married</p> <p>(iv) <input style="width: 100px; height: 25px;" type="checkbox"/> Single</p>																				
2. First names (in block letters)																						
3. Namibia Identity Number.	4. Date of birth:																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>																						5. Passport No.:.....
7. Postal Address:		8. Residential Address:																				
9. Telephone No.: Home:..... Work:		10. Citizenship:																				
11. Have you ever been convicted of a criminal offence or been dismissed from employment?..... Is a criminal or any other case against you pending? If so, furnish particulars on separate sheet.																						

C. LANGUAGE PROFICIENCY

	English	State "good", "fair" in the appropriate spaces				
		Other (specify)				
Speak						
Read						
Write						

D. QUALIFICATIONS

Name of educational institute and centre	Certificates and/or diplomas obtained	ALL SUBJECTS. Underline major subjects. In the case of typing and shorthand, state languages and speed	Month and Year obtained
School	State highest qualification only	
Universities, Colleges and other institutions	State all qualification	
State field of further study (if any):			
Number of years apprenticeship successfully completed		Agreement No.	Institution
If your profession or occupation requires State or official Registration, state date and particulars of registration:			

E. EXPERIENCE

Employer	Post held	From			To			Reason for change
		Day	Month	Year	Day	Month	Year	
.....
.....
.....
.....
.....
.....
.....
.....
.....

F. CONTRACTUAL OBLIGATIONS

Do you have any contractual obligations, e.a. study, military, bursaries, etc? (If so, describe)

.....

G. DECLARATION

I declare that the above particulars are complete and correct and I have not withheld any required information.

.....
Signature Date

NOTE: A false declaration will disqualify your application or may lead to your discharge if discovered after your appointment.

FOR OFFICIAL USE

Particulars in B1 to 4, certified correct from Birth Certificate/ Identity Document

.....
Signature Rank Date



REPUBLIC OF NAMIBIA

**HEALTH
QUESTIONNAIRE**

THIS FORM MUST BE COMPLETED BY
CANDIDATES FOR PERMANENT
APPOINTMENT / TRANSFER IN THE
GOVERNMENT SERVICE

FOR DEPARTMENTAL USE	
Accepted/ Rejected in accordance with directions	
..... Signature	
Date:	Rank:
Department:	

A.

1. Surname (in block letters)		Identity No.:	
2. First Names:			
3. Age	yrs.	4. Height:	cm
		5. Body mass:	kg

B

Are you suffering or have you ever suffered from:	Mark with an "X" in the appropriate column		If any answers is "Yes", give details of the nature, severity, date and duration of the illness
	Yes	No	
1. Any skin disease?		
2. Any affection of the skeleton and or joints?		
3. Any affection of the eyes, ears, nose or teeth		
4. Any affection of the heart or circulatory system?		
5. Any affection of the chest or respiratory system?		
6. Any affection of the digestive system?		

Are you suffering or have you ever suffered from:	Mark with an "X" in the appropriate column		If any answers is "Yes", give details of the nature, severity, date and duration of the illness
7. Any affection of the urinary system and / or genital organs?	Yes	No
8. Any nervous affection or mental abnormality?	Yes	No
9. Any other illness?	Yes	No

C

	Yes	No
1. Do you suffer from any defect of hearing, speech or sight?		
2. Are you physically disabled and do you use artificial limbs?		
GIVE DETAILS OF THE NATURE AND SEVERITY OF THE DISABILITY:		

D

	Yes	No
Have you undergone any operation(s)?		
GIVE DETAILS OF THE NATURE AND DATE OF THE OPERATION(S):		

E

I declare that the above information is true and correct and that I have not withheld any information regarding my health.

.....
Signature

.....
Date