



GREATER GIYANI MUNICIPALITY

APPLICATION FOR EMPLOYMENT

TERMS AND CONDITIONS

1. The purpose of this 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 interview 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 confidential information that will not be used for any other purpose than to assess the suitability of the applicant.
5. This form is designed to assist municipality with the recruitment, selection and appointment of senior managers in terms of the Local Government systems Act, 2000 (Act No: 32 of 2000)

A. DETAILS OF THE ADVERTISED POST (as reflected in the advert)				
Advertised post applying for				
Reference number				
Name of the Municipality				
Notice service period				
PERSONAL DETAILS				
Surname				
First Names				
ID or Passport Number				
Race	<input type="checkbox"/> African	<input type="checkbox"/> Coloured	<input type="checkbox"/> Indian	<input type="checkbox"/> White
Gender			<input type="checkbox"/> Female	<input type="checkbox"/> Male
Do you have a disability			<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, elaborate				
Are you a South African Citizen?			<input type="checkbox"/> Yes	<input type="checkbox"/> No
If no, what is your Nationality?				
Work permit number (if any)				
Do you hold any political office in a political party, whether in a permanent, temporary or acting capacity? If yes, provide information below				No
Yes,				
	Position	Expiry date:		
Do you hold a professional membership with any professional body? If yes, provide information below				No
Yes				
Professional Body:	Membership Number	Expiry date:		
C. CONTACT DETAILS				
Preferred language for correspondences				
Telephone number correspondence (Mark with x)				
Correspondence contact details (In terms of above)		Post	e-mail	Fax
D. QUALIFICATIONS (Additional information may be provided on your CV)				
Name of School/Technical College	Highest qualification obtained		Year obtained	
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 any condition exists that prevents your re-employment				Yes		No
F. DISCIPLINARY RECORD						
Have you been dismissed for misconduct?						
If yes, name of the municipality/Institution						
Type of a misconduct/transgression						
Date of resignation/disciplinary case finalised						
Award/sanction						
Did you resign from your job pending finalisation of the disciplinary proceedings? If yes, provide details on a separate sheet.						
G. CRIMINAL RECORD						
Were you convicted of a criminal offence involving financial misconduct, fraud or corruption? If yes, provide details on a separate sheet.				Yes		No
If yes, type of criminal act						
Date criminal case finalised						
Outcome/judgement						
H. REFERENCE						
Name of reference	Relationship	Tel (office hours)	cell phone number	e-mail		
I. DECLARATION						
<i>I hereby declare that all the information provided in this application and 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</i>						
Signature:				Date:		