



APPLICATION FOR EMPLOYMENT

| |
|---------------------------------|
| Recent photo of applicant |
| Source of Advertisement |
| Date of Advertisement |

NOTES

1. Please read the form through carefully and decide on your reply before attempting to complete the form. All questions should be answered.
2. The reply should be written in the handwriting of the applicant, signed and returned with one recent photograph.
3. Copies of any certificates or testimonials should, if possible, be attached to the form. Originals need only be brought when called for an interview.

POSITION APPLIED FOR :

NAME _____
(Please give full name(s) as in NRIC/Passport and use capital letters)

ALIAS _____

ADDRESS _____ Tel No. (House) _____
(use capital letters) _____ (Office) _____
 _____ (Mobile) _____

Overseas applicants should also give address.

FOR COMPANY
USE ONLY

PERSONAL DETAILS

Date of Birth _____ Identity Card No _____
 Place of Birth _____ I/C Type _____
 Citizenship/Nationality _____ Passport Type/No. _____
 Marital Status _____ Expiry Date _____
 No. of Children _____

IMMEDIATE FAMILY DETAILS

| Name | Relationship | Date of Birth | Citizenship | Occupation |
|-------|--------------|---------------|-------------|------------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

EMERGENCY CONTACT

Name of Contact Person : _____
 Relationship : _____ Tel No. : _____
 Address : _____

* Delete as appropriate



EDUCATIONAL DETAILS

FOR COMPANY

USE ONLY

(a) Schools Attended

| Name of School | From | To | Highest Standard |
|----------------|-------|-------|------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

(d) University or Technical College

| Name | From | To | Diplomas / Degrees (State Class of Honours) |
|-------|-------|-------|---|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

(e) Scholarship / Bursary Record

| Year of Award | Scholarship/Bursary | Qualification Obtained | Duration (in months) |
|---------------|---------------------|------------------------|----------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

Other Educational Information (eg. professional qualification, including courses currently pursued)

ACTIVITIES

| | Sports / Games | Membership of Club / Society etc. | Position of Responsibilities Held |
|----------------------|----------------|-----------------------------------|-----------------------------------|
| School | | | |
| University / College | | | |
| At Present | | | |

What do you do for leisure ?

LANGUAGES

| Spoken only | Written & Spoken |
|-------------|------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

PREVIOUS EMPLOYMENT

| From | To | Employer | Position(s) Held | Salary | | Reason for Leaving |
|------|----|----------|------------------|--------|-------|--------------------|
| | | | | Basic | Gross | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

PRESENT EMPLOYMENT

| Date Joined | Employer | Position(s) held | Salary | | Bonus | Reason for wanting to leave |
|-------------|----------|------------------|--------|-------|-------|-----------------------------|
| | | | Basic | Gross | | |
| | | | | | | |
| | | | | | | |

Notice period required _____ Expected Salary _____

* Delete as appropriate

FURTHER INFORMATION

FOR COMPANY
USE ONLY

Have you ever been dismissed or suspended by any previous employer? * Yes / No
If yes, please elaborate _____

Have you even been charged or convicted in any court of law? * Yes / No
If yes, please give details _____

Are you prepared to be posted out overseas? * Yes / No
Do you hold a driving licence? * Yes / No Type _____
Do you own a car? * Yes / No

Have you any relatives working with Fraser & Neave Group and Associated Companies? * Yes / No
If yes, please give their relationship with you and their present job, if known

Give the names of anyone in the Fraser & Neave Group and Associate Companies known to you personally.

Have you applied to the Fraser & Neave Group and Associated Companies before? If so, please state date(s) and position(s) applied for.

REFEREES

List the names, addresses and occupations of two referees (here or overseas) and state whether we have your consent to approach them.
(Your referees should NOT be members of your family. If possible you should name at least one referee who is competent to speak about your academic life.)

| | |
|------------------|------------------|
| 1. Name _____ | 2. Name _____ |
| Address _____ | Address _____ |
| Tel. No. _____ | Tel. No. _____ |
| Occupation _____ | Occupation _____ |

Do we have your consent to approach them? * Yes / No

ADD ANYTHING WHICH IS IMPORTANT TO YOU AND HELPFUL TO US :-

DECLARATION

I hereby declare that the information given by me in this form is correct and true to the best of my knowledge. I fully understand and accept that if at any time after it is found that a false declaration has been made in the form the company has the absolute right to terminate my employment.

Date

Signature

* Delete as appropriate