



## VACANCY APPLICATION FORM

### 1.0 Instructions:

- 1.1 Please read the Notice of Vacancy carefully before completing this Form.
- 1.2 Incomplete, inadequate or inaccurate filling of this Form may lead to rejection of your application.
- 1.3 The onus for the submission of equivalence of qualifications (if applicable) from the relevant authorities rests with the candidates.
- 1.4 Where an item is not applicable, please indicate "N/A".
- 1.5 Attach copies of your birth/marriage certificate, educational/professional certificates and documentary evidence of knowledge/experience claimed.
- 1.6 Where space provided is not adequate, please use a blank sheet and attached it herewith.
- 1.7 Only the best qualified candidates will be called for interview.

**2.0 POST APPLIED FOR:** .....

### 3.0 PERSONAL DETAILS:

Surname (in block letters): .....

Other Names (in block letters): .....

Maiden Names (if applicable): .....

Sex:                      Male                       Female

National Identity Card No.: .....

Date of Birth(dd-mm-yyyy): .....                      Age: .....

Residential Address (in block letters): .....

Telephone Nos:                      Home: .....                      Office: .....

Mobile: .....

Email: .....

**4.0 EDUCATIONAL DETAILS**

**4.1 SECONDARY QUALIFICATIONS**

Examining Body: .....

Name and address of College/School: .....

.....

Certificate obtained: SC  GCE (O)  Other (specify) .....

Month/Year of Examination: .....

<b>Subject</b>	<b>1<sup>st</sup> Attempt</b>	<b>2<sup>nd</sup> Attempt</b>	<b>Subject</b>	<b>1<sup>st</sup> Attempt</b>	<b>2<sup>nd</sup> Attempt</b>

**4.2 HIGHER SECONDARY QUALIFICATIONS**

Examining Body: .....

Name and address of College/School: .....

.....

Certificate obtained: HSC  GCE (A)  Other (specify) .....

Month/Year of Examination: .....

<b>Main Subject</b>	<b>1<sup>st</sup> Attempt</b>	<b>2<sup>nd</sup> Attempt</b>	<b>Subsidiary Subject</b>	<b>1<sup>st</sup> Attempt</b>	<b>2<sup>nd</sup> Attempt</b>

			<b>General Paper</b>		

**4.3 TERTIARY/PROFESSIONAL QUALIFICATIONS**

Specify Qualifications obtained	Name of Examining Body & Country	Result	Period

**5.0 EXPERIENCE AND SKILLS RELEVANT TO THE POST APPLIED FOR**

<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
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**6.1 PREVIOUS EMPLOYMENT HISTORY (attach Testimonials)**

Posts (in chronological order)	Date		Name & Address of Employer
	From	To	

**7.0 ADDITIONAL INFORMATION:**

(1) Have you ever been prosecuted before a court of law?

Yes  No

If yes, give details.

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(2) Have you ever resigned or been dismissed or retired from any previous employment on any grounds whatsoever?

Yes  No

If yes, give details.

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(3) If selected for the post, when will you be available to start employment?

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**8.0 DECLARATION**

**I, ....., the undersigned applicant, declare that the particulars given in the application are to the best of my knowledge true and accurate and that I have not willfully suppressed any material fact.**

**Date:** .....

**Signature:** .....

Please return your completed Application Form (on or before the closing date specified in the advertisement) to:

**The Executive Director  
Construction Industry Development Board  
5<sup>th</sup> Floor, Mutual Aid Building II  
5, Guy Rozemont Square  
PORT LOUIS 11327**