

Welfare Benefits Board
Ministry of Finance and Mass Media
Application form

Post Applied :-																
01	Name in Full :															
02	Name with Initials :															
03	Permanent Address:															
04	Tel :		Mobile:													
	Fax :		E-mail:													
05	National Identity Card No:															
	<table border="1" style="display: inline-table; 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> </tr> </table>															
06	Date of Birth:		Year:		Month:	Date:										
07	Age as at closing date of applications:		Years:		Months:	Dates:										
08	Civil status:															
09	Citizenship:															
10	Higher Educational Qualifications { First Degree and post graduate Degree(s)}															
	University/Institution	Degree	Class	Special or General Degree	Main Subject/Subjects	From -To	Effective date of degree									
11	Professional qualifications'															
	University/Institution	Examination passed	Specialization	Year of passing												

12	Certificates (if any)				
Course/certificate	field	Name of the institution /University		year	
13	Any other academic distinctions scholarships medals prizes e.t.c (indicate the institution from which such awards have been obtained)				
14	Service class and appointment date to the service if a government employee				
15	Current employment records				
post	designation	institution	Brief description of duties	Time period	
				From (dd/mm/yy)	To (dd/mm/yy)
16	Previous working experience (starting with present position and continue in reverse order)				
Post-designation	institution	Brief description of duties	Relevancy to the applied post	Time period	
				(dd/mm/yy)	(dd/mm/yy)

17	Proficiency in languages (please mark \checkmark in the relevant cage)							
	Written				Spoken			
language	Very Good	good	satisfactory	week	Very Good	good	satisfactory	week
18	Leadership /Management experience							
19	Extracurricular activities							
20	Special Skills							
21	Creativity (including patents)							
22	Are you under any obligatory National Service (if yes specify)							
23	If selected what is the earliest date that you can assume duties :							

24	Names of two persons (with address and contact numbers) to whom reference can be made
25	<p>Compensation if the inaccuracy is discovered after the appointment.</p> <p>..... Signature of the Applicant</p> <p>..... Date</p>
26	For public /corporate sector candidates
	<p>Be released.</p> <p>Date.</p> <p>(Please place official seal of head of institution)</p>
	Note.
(i)	If the sheets above are not sufficient please use extra sheets when and where necessary
(ii)	Indicate the list of documents attached along with the application form
	(a).....
	(b).....
	(c).....