



# EDUCATION

## SECONDARY SCHOOL

PROGRAM NAME	HIGHEST GRADE OR LEVEL COMPLETED	CERTIFICATE OR DIPLOMA RECEIVED YES <input type="checkbox"/> NO <input type="checkbox"/>
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IF NO GIVE DETAILS \_\_\_\_\_  
\_\_\_\_\_

## BUSINESS, TRADE OR TECHNICAL SCHOOL

NAME OF COURSE	LENGTH OF COURSE	CERTIFICATE OR DIPLOMA AWARDED YES <input type="checkbox"/> NO <input type="checkbox"/>
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IF NO GIVE DETAILS \_\_\_\_\_  
\_\_\_\_\_

## COMMUNITY COLLEGE

NAME OF COURSE	LENGTH OF COURSE	CERTIFICATE OR DIPLOMA AWARDED YES <input type="checkbox"/> NO <input type="checkbox"/>
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IF NO GIVE DETAILS \_\_\_\_\_  
\_\_\_\_\_

## UNIVERSITY

NAME OF COURSE	LENGTH OF COURSE	CERTIFICATE OR DIPLOMA AWARDED YES <input type="checkbox"/> NO <input type="checkbox"/>
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IF NO GIVE DETAILS \_\_\_\_\_  
\_\_\_\_\_

## OTHER COURSES, WORKSHOPS, CERTIFICATES

DETAILS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY - BEING WITH MOST RECENT EMPLOYER**

**1. PRESENT EMPLOYER**

BEGINNING: \_\_\_\_\_ END: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

DUTIES:  
\_\_\_\_\_  
\_\_\_\_\_

JOB TITLE: \_\_\_\_\_ NAME OF SUPERVISOR: \_\_\_\_\_

**2. PAST EMPLOYER**

BEGINNING: \_\_\_\_\_ END: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

DUTIES:  
\_\_\_\_\_  
\_\_\_\_\_

JOB TITLE: \_\_\_\_\_ NAME OF SUPERVISOR: \_\_\_\_\_

**3. PAST EMPLOYER**

BEGINNING: \_\_\_\_\_ END: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

TYPE OF BUSINESS: \_\_\_\_\_

NAME OF BUSINESS: \_\_\_\_\_

DUTIES:  
\_\_\_\_\_  
\_\_\_\_\_

JOB TITLE: \_\_\_\_\_ NAME OF SUPERVISOR: \_\_\_\_\_

REASON FOR LEAVING: \_\_\_\_\_

IF REQUIRED, PLEASE ATTACH SEPARATE SHEET

## OUTSIDE INTERESTS

COMMUNITY / VOLUNTEER WORK, CLUBS, SPORTS, HOBBIES ETC.

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HAVE YOU EVER BEEN CONVICTED OF A CRIMINAL OFFENCE FOR WHICH A PARDON HAS NOT BEEN GRANTED?

YES                       NO

IF YES, GIVE DETAILS: \_\_\_\_\_

## REFERENCES

### WORK REFERENCE

NAME: \_\_\_\_\_  
POSITION: \_\_\_\_\_  
RELATIONSHIP: \_\_\_\_\_  
TELEPHONE NO.: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

NAME: \_\_\_\_\_  
POSITION: \_\_\_\_\_  
RELATIONSHIP: \_\_\_\_\_  
TELEPHONE NO.: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

### PERSONAL REFERENCE

NAME: \_\_\_\_\_  
POSITION: \_\_\_\_\_  
RELATIONSHIP: \_\_\_\_\_  
TELEPHONE NO.: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

NAME: \_\_\_\_\_  
POSITION: \_\_\_\_\_  
RELATIONSHIP: \_\_\_\_\_  
TELEPHONE NO.: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

### SCHOOL REFERENCE

NAME: \_\_\_\_\_  
POSITION: \_\_\_\_\_  
RELATIONSHIP: \_\_\_\_\_  
TELEPHONE NO.: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

NAME: \_\_\_\_\_  
POSITION: \_\_\_\_\_  
RELATIONSHIP: \_\_\_\_\_  
TELEPHONE NO.: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

## DECLARATION

I certify that the statements made by me in this application are true and complete to the best of my knowledge and belief and are made in good faith. I understand that if any of these statements are untrue, this application may be rejected or any appointment to a position to be nullified.

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of applicant