

EMPLOYMENT APPLICATION FORM

POSITION APPLIED (E.G: Professional Architect, Junior Architect, Architectural Technologist etc.)									
PERSONAL AND CONTACT INFORMATION									
Name:			Surname:			Nationality:			
Race:			Gender:			ID/Passport:			
Are you a South African Citizen?		Yes		No		Do you have a valid work Permit?		yes	no
Have you ever been convicted of a criminal offence or been dismissed from employment?								yes	no
Current Cost to Company			Current Nett Salary (Provide Pay slip)			Salary Expectation			
Address:									
Email:		Skype:		Cell:		Home:			
Benefits currently offered					Company contribution				
WORK EXPERIENCE / QUALIFICATIONS & PROFICIENCIES									
HIGHEST QUALIFICATIONS:			ACADEMIC INSITUION:				DATE:		
OTHER QUALIFICATIONS:			ACADEMIC INSITUION:				DATE:		
CAREER HISTORY:					AVAILABILITY/NOTICE PERIOD:				
Current									
Prior									
Prior									
Prior									
Are you tied into any restraint of trade from a previous employer and for what period?									
REVIT Proficiency (If Applicable):					NONE	BEGINNER	INTERMED	ADVANCED	
CAD Proficiency (If Applicable):					NONE	BEGINNER	INTERMED	ADVANCED	
MS Office Proficiency (If Applicable):					NONE	BEGINNER	INTERMED	ADVANCED	
RATE YOURSELF: 1: Very Weak - 10: Exceptional									
Design skills						Speed			
Presentation skills						Working under pressure			
Technical skills						Responsibility			
Management / Contract skills						Motivation			
Neatness						Discipline			
English (speak, read & write)						Accuracy			
REFERENCES (Please forward 2 letters of reference)									
Name		Relationship to you				Contact Details:			
DECLARATION: I hereby acknowledge that all the information I have given is true and correct									
Signature					Date				

ARRCC

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