

**MAHATMA GANDHI INSTITUTE**  
**MOKA 8o8o8**

Tel No.: 403 2000

Application Form	For Office Use
Post Appliedfor .....	.....
Subject .....	.....
<i>This form must be submitted along with photocopies of birth and educational certificates and other relevant documents</i>	.....
	.....

**Section A: Personal Details**

**Surname (in block letters):**

.....

**Title: (Mr/Mrs/Miss) .....**

**Maiden Name (if applicable):**

.....

**Date of Birth: .....**  
Day      Mth      Year

**Other Names: .....**

**I.D No.: .....**

**Age last birthday: .....**

**Marital Status: Married/Single\***

**Nationality .....**  
(if naturalised give number & date of certificate and attach  
photocopy of the Certificate)

**Address: .....**

**Home No: .....**

.....

**Mobile No: .....**

.....

**Email ID: .....**

**Section B: Qualifications**

**B.1. Primary Education**

**Results of Primary School Leaving Certificate/Certificate of Primary Education**

**Year: .....**

**Year: .....**

Subject	Grade

Subject	Grade

\*delete as appropriate

## B.2. Secondary Education

**Detailed Results of School Certificate / General Certificate of Education 'O' Level**

**Secondary Institution/s attended:** .....

**Year (s):** .....

**Year (s):** .....

[illegible][illegible]

### B.3. Detailed Results of Higher School Certificate / General Certificate of Education 'A' Level

Secondary Institution/s attended: .....

Year: .....

Year: .....

Subject	Grade

Subject	Grade

#### B.4. Tertiary Education: (Academic, Professional, Technical)

[illegible]

**B.5. Other qualifications obtained with details:**

Name of Institution/s Attended	Other Qualification/s obtained	Year	Result

**B.6. Courses/Seminars/Conferences attended:**

Courses/Seminars/Conferences	Institution	Period

**Section C: Employment History**

**C.1. Details of Employment: (Actual & Former)**

S.N	Name of Employer/s	Post held	From	To

Present Salary: .....

Period of notice required by Employer: .....

**Section D -**

**D.1. Have you been the subject of an investigation/enquiry for any offence during the last 10 years?**  
 Answer Yes or No ..... if Yes, indicate nature of offence and date of outcome.

.....  
 .....

D.2. Have you ever been prosecuted before a court of law for any offence AND subsequently found guilty during the last 10 years?

Answer Yes or No ..... if Yes, give details (court, charge, date of judgement and sentence - e.g imprisonment, fine, caution or conditional discharge):-

.....  
.....

D.3. Have you ever been subject to criminal proceedings which have resulted in a conviction? Yes / No\*

D.4. Have you ever resigned or been dismissed or discharged from the public service or from a para-statal body or from any Local Authority? Yes / No\*

If the answer to either D.3 or D.4 is 'Yes', please give details.

.....  
.....

D5. REFEREES (State the names, addresses and telephone numbers of two persons who know you personally and / or professionally and whom the Institute may contact. They should not be related to you)

Name	Address	Position held	Contact Details

## Section E

### Declaration and Signature

I declare that the information provided by me in connection with this application is true and correct.

Signature: .....

Date: .....

21.02.17

/sc

MAHATMA GANDHI INSTITUTE

To be filled by all applicants

For Office use

Post: .....  
Field: .....

Surname: .....  
Maiden Name: .....

(where applicable)

(if applicable)

Phone No: .....  
Mobile No: .....

Other Names: .....  
Address: .....

Date: ..... Signature: .....

Year	Qualifications		Employment/Experience	Other Relevant Information
	Secondary	Post-Secondary Professional		