

***RUSTENBURG LOCAL MUNICIPALITY***

***APPLICATION FORM FOR EMPLOYMENT***

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| ***TERMS AND CONDITIONS****:*   1. *The purpose of this form is to assist a municipality in selecting suitable candidates for an advertised post.* 2. *This form must be completed in full, accurately and legibly. All substantial information relevant to a candidate must be provided in this form. Any additional information may be provided on the CV.* 3. *Candidates shortlisted for interviews may be requested to furnish additional information that will assist municipalities to expedite recruitment and selection processes.* 4. *All information received will be treated with strictly confidentiality and will not be used for any other purpose than to assess the suitability of the applicant.* 5. *This form is designed to assist municipality with the recruitment, selection and appointment of senior managers in terms of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000).* |

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| 1. **DETAILS OF THE ADVERTISED POST (as reflected in the advert)** | |
| Advertised post applying for |  |
| Reference number |  |
| Name of Municipality |  |
| Notice service period |  |

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| 1. **PERSONAL DETAILS** | | | | |
| Surname |  | | | |
| First Names |  | | | |
| I.D. or passport Number |  | | | |
| Residential address |  | | | |
| Race | African | Coloured | Indian | White |
| Gender | Female | Male |  | |
| Do you have a disability? | Yes | No |  | |
| If yes, elaborate |  | | | |
| Are you a South African citizen? | Yes | No |  | |

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| If no, what is your Nationality |  | | |
| Work Permit Number (if any): |  | | |
| Do you hold any political office in a political party, whether in a permanent, temporary or acting capacity? If yes, provide information below: | | | No |
| Political Party: | Position: | Expiry date: | |
| Do you hold a professional membership with any professional body? If yes, provide information below:  Yes | | No | |
| Professional Body: | Membership No: | Expiry date: | |

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| 1. **CONTACT DETAILS** | | | | |
| Preferred language for correspondence? |  | | | |
| Telephone number during office hours |  | | Cell no. | |
| Preferred method for correspondence (mark with an X) | Post | E-mail | Fax |  |
| Correspondence contact details (in terms of above) |  | | | |

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| 1. **QUALIFICATIONS (Additional information may be provided on your CV)** | | | | |
| Name of School/Technical  College | Highest Qualification Obtained | Year obtained | | |
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| Name of Institution | Name of Qualification | NQF Level | | Year obtained |
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| **E. WORK EXPERIENCE (Additional information may be provided on your CV)** | | | | | | |
| Employer (starting with the most recent) | Position | FROM | | TO | | Reason for leaving |
| MM | YY | MM | YY |
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| If you were previously employed in Local Government, indicate whether any condition exists that prevents your re-employment: | | | | | Yes | No |
| If yes, provide the name of the previous employing municipality: |  | | | | | |

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| 1. **DISCIPLINARY RECORD** | | | |
| Have you been dismissed for misconduct on or after 5 July 2011? | Yes | | No |
| If yes, Name of Municipality Institution: |  | | |
| Type of a Misconduct/Transgression |  | | |
| Date of Resignation/Disciplinary case finalized |  | | |
| Award sanction |  | | |
| Did you resign from your job on/or after 5 July 2011 pending finalisation of the disciplinary proceedings?  If yes, provide details on a separate sheet. | Yes | No | |

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| 1. **CRIMINAL RECORD** | | | |
| Were you convicted of a criminal offence involving financial misconduct, fraud or corruption on or after 5 July 2011? If yes, provide details on a separate sheet. | | Yes | No |
| If yes, type of criminal act |  | | |
| Date criminal case finalised |  | | |
| Outcome/Judgement |  | | |

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| 1. **REFENCE** | | | | |
| Name of Referee | Relationship | Tel (office hours) | Cell phone No. | E-mail |
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| 1. **DECLARATION** | |
| *I hereby declare that all the information provided in this application and any attachments in support thereof is to the best of my knowledge true and correct. I understand that any misrepresentation or failure to disclose any information may lead to my disqualification or termination of my employment contract, if appointed.* | |
| Signature: | Date: |