



MARULENG MUNICIPALITY

65 SPRINGBOK
STREET
P.O. BOX 627
HOEDSPRUIT
1380

TEL : (015) 590 1650

DEPARTMENT CORPORATE SERVICES

REF NO: 4/3/R

APPLICATION FOR EMPLOYMENT FORM NON-SENIOR MANAGERS

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 on 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
4. All information received shall be treated with strict confidentiality and shall 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 staff members in terms of the municipal systems Act ,2000 (Act No 32 of 2000)

DETAILS OF THE ADVERTISED POST (as reflected in the advert)

Advertised post applying for	
Reference Number	
Name of the Municipality	
Notice of service period	

PERSONAL DETAILS

Surname							
First Names							
ID or passport number							
Gender	Male			female			
Race	African		White		Coloured		Indian
Do you have disability?	Yes		No		If yes, elaborate		
Are you a south African citizen	Yes		No		If not, what is your nationality		
					Do you have a valid work permit?	yes	
Do you hold a professional membership with any professional body	Yes		No		Name of professional body	Membership number	Expiry date



CONTACT DETAILS			
Telephone number during office hours		()	
Mobile phone Number			
Postal Address			
		Code	
Email address			
Preferred language of Communication			

QUALIFICATIONS (please elaborate on your CV)						
Highest educational qualification obtained						
Name of the school	Highest grade	Year obtained				
Highest tertiary qualification obtained						
Name of institution	Name of qualification	NQF Level	Year obtained			
WORK EXPERIENCE (please elaborate on your CV)						
Employer (starting with the most recent)	Post held	From		To		Reason for leaving
		Month	Year	Month	year	

DISCIPLINARY RECORD				
Have you been dismissed for misconduct during the past ten (10) years	Yes		No	
If yes, name of Municipality/Employer				
Type of a misconduct /transgression				
Date of resignation/Disciplinary case finalised/dismissal				
Award /sanction				
Have you been accused of an alleged misconduct and resigned from your job pending finalization of disciplinary proceedings?	Yes		No	
CRIMINAL RECORD				
Have you been convicted of any criminal offence in a court of law during the past ten (10) years	Yes		No	
If yes , type of criminal act				
Date criminal case finalised				
Outcome/judgement				
REFERENCES				
Name of referee	Relationship	Tel (office hours)	Cell phone number	email
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:		