



TEMPORARY JOB APPLICATION FORM

POSITION (S) APPLIED FOR

POSITION RESPONDED THROUGH Advertisement ☐ Agency ☐ : _____
Recommended by ☐ Others ☐ : _____

PERSONAL PARTICULARS

FULL NAME AS IN NRIC (Underline surname):	CHINESE CHARACTERS:
ADDRESS (Residential):	COUNTRY OF BIRTH (optional):
Unit No: Postal Code:	CITIZENSHIP (optional):
NRIC / PASSPORT / FIN NO:	COLOUR: ☐ PINK / ☐ BLUE
EMAIL ADDRESS:	CONTACT NO:
DATE OF ENLISTMENT:	ORD:
NS PERIOD (for male)	

ACADEMIC QUALIFICATIONS - TERTIARY/NON-TERTIARY (Please attach copies of certificates)

INSTITUTION (Name of School)	QUALIFICATION(s) / COURSE OF STUDY (e.g. Diploma in Engineering, GCE O Levels) *Degree holders to indicate level of academic achievement (e.g. Honors/Distinction/Merit/Passed)	PERIOD	
		FROM (DD/MM/YYYY)	TO (DD/MM/YYYY)

WORK EXPERIENCE/SCHOOL ATTACHMENT/INTERNSHIP

PERIOD		NO. OF YRS	NAME OF COMPANY	DESIGNATION	BASIC SALARY PER MTH (\$)		ALLOWANCE S & BONUS	REASONS FOR LEAVING
FROM (MM/YY)	TO (MM/YY)				STARTING	LAST DRAWN (Optional)		

EMERGENCY CONTACT

Name:	Relationship:
Address:	Tel No.: HP No.:

EXPECTED REMUNERATION: _____

PERIOD OF AVAILABILITY: _____
(DD/MM/YY) to (DD/MM/YY)

CAN WE MAKE REFERENCE TO YOUR PREVIOUS / PRESENT EMPLOYER(S)? Yes ☐ No ☐

If no, please indicate reason:

LANGUAGE ABILITIES

SPOKEN	
WRITTEN	

OFFICE SKILLS

PC SOFTWARE	MS WORD / EXCEL / POWERPOINT / ACCESS
TYPING SPEED	WPM OTHERS

CO-CURRICULAR ACTIVITIES (Hobbies / Sports)

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OTHER INFORMATION

1. Do you have any existing medical condition, physical impairment or substance dependence? (Dependence on alcohol, drugs, etc, excluding prescription by a certified medical professional)?	Yes ☐ No ☐
2. Do you have existing criminal record(s) in Singapore or overseas (excluding parking offences or spent records)?	Yes ☐ No ☐
3. Have you been charged with any offence in a court of law in Singapore or in any other country for which the outcome is pending (excluding parking offences)?	Yes ☐ No ☐
4. Are you currently under police investigations in Singapore or overseas?	Yes ☐ No ☐
5. Are you an undischarged bankrupt or do you have any outstanding unsecured debts?	Yes ☐ No ☐
6. Do you have intention to apply for foreign citizenship/permanent residence within the next one year?	Yes ☐ No ☐
7. Have you broken any bond, left an employer without serving your period of moral obligatory service or are currently serving any bond or moral obligatory service (e.g. bonds associated with scholarships or obligatory service related to training awards or no-pay leave, etc)?	Yes ☐ No ☐
If you answered "Yes" to any of the questions, please provide details:	

DECLARATION

- 1) I hereby give my consent to the relevant Government agencies to:
- (a) Obtain and verify information from or with any source (including third parties) as may be deemed appropriate by the relevant Government agency for the purposes of assessing my application for employment.
- (b) Share my personal data set out in this application form with other Government agencies for the purposes of recruitment and review of recruitment practices and for it to be also used as part of de-identified and aggregated data for reporting purposes.
- 2) I declare that all the information given by me in this application for employment and any additional documents attached hereto are true to the best of my knowledge and that I have not wilfully suppressed any material fact. I accept that if any of the information given by me in this application is in any way false or incorrect, my application may be rejected, any offer of employment may be withdrawn or my employment with the Service may be terminated summarily or I may be dismissed from the Service.

By signing below, I hereby certify that I have read and understood all the clauses above and that I agree to all of them.

Signature of Applicant

Date