

MAHIKENG LOCAL MUNICIPALITY

Private Bag X63
MMABATHO
2735



Cnr University Drive &
Hector Peterson Road
Mmabatho, 2735

Tel. No. (018) 389-0111
Fax No. (018) 384 5712

APPLICATION FORM FOR EMPLOYMENT

PURPOSE OF THIS FORM

- 1 The purpose of this form is to assist the 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, which must accompany this form.
- 3 Candidates shortlisted for interviews may be requested to furnish additional information that will assist the municipality in expediting recruitment and selection processes.
- 4 All information supplied will be treated with strict 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 the municipality with the recruitment, selection and appointment of suitable candidates including managers in terms of *the Local Government: Municipal Systems Act, 2000 (Act NO. 32 of 2000)*.

A: DETAILS OF THE ADVERTISED POST (as reflected in the advertisement)

Advertised post applying for	Reference number (as stated in the advert)
Name of the Municipality	Notice service period

B: PERSONAL DETAILS

Surname							Initials		
First Names					ID/Passport Number				
Race Group	African	Coloured	Indian	White	Gender	Female	Male		
Do you have a disability	Yes	No	If yes, please elaborate						
Are you a South African citizen	Yes	No	If no, what is your Nationality						
Work Permit Number (if available)	Yes	No	If Yes, please provide						
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								No	
Professional Body:	Membership Number:				Expiry date:				

C: CONTACT DETAILS

Preferred language for correspondence?		Telephone number (during office hours)	
Preferred method for correspondence (mark with an X)	Post	Email	Fax
Correspondence contact details (with reference to above)			

D: QUALIFICATIONS (Additional information may be provided on your CV)				
Name of School/ Technical College		Highest Qualification obtained		Year obtained
<i>Tertiary education (complete for each qualification you obtained)</i>				
Name of Institution	Name of Qualification		NQF Level	Year obtained

E: WORK EXPERIENCE (Additional information may be provided on your CV)							
Employer (starting with the most recent)	Position occupied	From		To		Reason for Leaving	
		MM	YY	MM	YY		
If you were previously employed in Local Government, indicate whether any condition exists that prevents your re-employment						Yes	No
If yes, please provide the name of the previous employing municipality							

F: DISCIPLINARY RECORD					
Have you been dismissed for misconduct on or after 5 July 2011?	Yes	No	If yes, name the municipality/ institution		
Type/category of misconduct or transgression					
Date of disciplinary case finalised/resignation					
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

G: 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, category or type of criminal act		
Date criminal case finalised		
Outcome/Judgement		

H: REFERENCE				
Name of referee	Relationship	Telephone number	Cellphone number	Email

I: DECLARATION
<i>I hereby declare that all 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 should I be appointed.</i>

Signature:	Date:
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