

APPLICATION FOR THE POST OF DRIVER IN THE
MINISTRY OF FINANCE AND ECONOMIC DEVELOPMENT

Section A (To be filled in by Applicant)

1. Surname (in block letters):
2. Other Names (in block letters):
3. Date of Birth:
4. National Identity No:
5. Residential Address (in block letters):
.....
.....
6. Tel (Office):Tel (Residence) :.....(Mobile) :.....
7. Date joined service:as.....
8. Date of first appointment:
9. Date transferred on Permanent and Pensionable Establishment:
10. Present post held:
11. Date of Appointment to present post:
12. Posting: (i) Present Ministry/Department:.....
(ii) Place of Work:
.....
13. Present salary (Basic):
14. Educational Qualifications (Please attach photocopy of certificates) :
.....
.....
.....

15. Type of valid Driving License/s possessed – specify whether manual gear or not
(please attach photocopy of the license/s)

.....
.....
.....

16. Experience relevant to the post applied for (Documentary evidence to be attached):

.....
.....

Date:

.....

Signature of Applicant

Section B (To be filled in by the Ministry/Department concerned)

(i) Record of sick leave

Record of unauthorized absence

2013:

2013:.....

2014:

2014:

2015:

2015:

2016:

2016:

(ii) Report on Applicant:

Work:.....

Conduct:.....

Attendance:

(iii) Whether officer has been subject to disciplinary action during the last ten years.

If in the affirmative, please give details:

.....
.....
.....

(iv) I certify that particulars given by Applicant in Section A have been verified and found correct,

except:

.....
.....
.....

(v) Comments, if any, on experience claimed by Applicant and any other remarks.

.....
.....
.....

Date:

.....

(Signature of Officer)



Name (in full) :.....

Post held:.....

Contact No: