



太和观 THK

EMPLOYMENT APPLICATION FORM

Strictly Confidential

Please affix recent photograph

* Delete where applicable

POSITION APPLIED FOR:	DATE APPLIED:
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PERSONAL PARTICULARS

Full Name (as in NRIC) : *Dr / Mr / Miss / Mrs / Mdm (Underline surname)		Name in Chinese Characters: (if applicable)
Home Address:	Gender: * F / M	Marital Status:
Citizenship: * Singaporean / PR / Others (pls specify)	Date of Birth:	Age:
Home Tel:	NRIC / Passport No:	Colour of NRIC: Pink / Blue
* Pager / Mobile	Place of Birth:	Dialect Group:
Email Address:	Race:	Religion:
Driving License: Class * 2/ 3/ 4/ Nil / Other _____ Date of issue: (dd mm yy) _____	Completed National Service: * Yes / No / Exempted / Not liable	

FAMILY DETAILS

Name	Age	Relationship	Occupation	Employer's Name

EMERGENCY CONTACTS

Name	Address	Relationship	Home Tel	Office Tel	Mobile

EDUCATIONAL DETAILS (Please complete in chronological order)

Year Graduated	School / Institution / College / University	Highest Qualification Obtained (Grade / Degree)

OTHER ACADEMIC OR PROFESSIONAL QUALIFICATIONS

Year Graduated	Institution Attended	Certificate Attained

PROFESSIONAL MEMBERSHIP

Date Admitted	Name of Professional Body	Membership Position

LANGUAGE ABILITY (include dialects spoken)

Spoken	Level of Proficiency	Written	Level of Proficiency
	* Basic / Average / Good		* Basic / Average / Good
	* Basic / Average / Good		* Basic / Average / Good
	* Basic / Average / Good		* Basic / Average / Good

CO-CURRICULAR ACTIVITIES / INTERESTS / VOLUNTEER EXPERIENCE

Year	School / Organisation / Group	Description of Activity

EMPLOYMENT HISTORY

Name of * Current / Last Employer	Major Duties & Responsibilities * Perm / Part-time / Contract	From: dd/mm/yy	To: dd/mm/yy
Address of Company:		Basic Salary :	
Job Title / Dept:		Transport :	
Name of Supervisor / Job Title:		Others :	
Reasons for Leaving:		AWS :	
		Bonus, if any:	

Name of * Current / Last Employer	Major Duties & Responsibilities *Perm/ Contract / Part-time	From: dd/mm/yy	To: dd/mm/yy
Address of Company:		Basic Salary :	
Job Title / Dept:		Transport :	
Name of Supervisor / Job Title:		Others :	
Reasons for Leaving:		AWS :	
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Name of * Current / Last Employer	Major Duties & Responsibilities *Perm/ Contract / Part-time	From: dd mm yy	To: dd mm yy
Address of Company:		Basic Salary :	
Job Title / Dept:		Transport :	
Name of Supervisor / Job Title:		Others :	
Reasons for Leaving:		AWS :	
		Bonus, if any:	

Please print / use additional sheets if space provided is insufficient for full employment history

REFERENCES

Please give particulars of two references who are not your family members or relatives

Name	
Relationship and Years known	
Job title / position	
Name of Company	
Telephone	(Home) (Office)

Name	
Relationship and Years known	
Job title / position	
Name of Company	
Telephone	(Home) (Office)

OTHER INFORMATION

Have you previously been employed by THK? If yes, please provide details.	Yes / No
Do you have any friends, family members or relatives working in THK? If yes, please provide details.	Yes / No
Have you ever suffered, or are suffering from any medical condition, illness, disease, mental illness or physical impairment? If yes, please provide details.	Yes / No
Have you ever been dismissed or discharged from the service of past employers? If yes, please give details.	Yes / No
Have you ever been convicted in a court of law in any country? If yes, please state details of offence committed.	Yes / No
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)? If yes, please state details.	Yes / No
Have you been or are you under any financial embarrassment i.e. (a) bankruptcy, (b) a judgement debtor, (c) have unsecured debts and liabilities of more than 3 months of last-drawn pay, (d) have signed a promissory note or an acknowledgment of indebtedness? If yes, please state details.	Yes / No
Are you currently serving any bond? If yes, please provide details.	Yes / No
How did you learn of this vacancy? * Newspaper job ad / Website / Walk-in / Referrals from friends / others, please specify _____	

Expected Salary; S\$ _____	Notice Period Required: _____	Earliest Start Date: _____
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APPLICANT'S DECLARATION & AGREEMENT

I fully understand and agree that the personal information which I have provided shall be used purely for the requirements related to my employment and may be disclosed to other agencies or individuals for the purposes related to my employment with Thye Hua Kwan or any of its entities.

I also agree for Thye Hua Kwan to contact me for any other purposes related to my service with Thye Hua Kwan or on matters which we have an ongoing relationship with Thye Hua Kwan.

I also give my consent for the relevant Government authorities to obtain and verify information from or with any source, as you deem appropriate for the assessment of my application for employment.

I declare that the information I have provided in this application form is, to the best of my knowledge and belief, correct and complete. I understand that any false or wilfully suppressed of information will render my application null and void; and if appointed, I agree that my appointment shall be terminated.

Applicant's Signature

Date