



**THYE HUA KWAN MORAL CHARITIES
JOB APPLICATION FORM**

POSITION APPLIED FOR: _____

PERSONAL INFORMATION:

Name (as in NRIC or passport): _____
(Please underline surname)

Passport/NRIC No: _____

Citizenship: Singapore Citizen Singapore Permanent Resident
 Foreigner requiring work pass to work in Singapore

Marital Status : _____ Date of Birth : _____ Religion : _____

Address: _____

Postal Code: _____ Contact No.: _____ Email Address: _____

FAMILY DETAILS

Name	Age	Relationship	Occupation	Employer's Name

APPLICANT'S DECLARATION

In line with the Singapore Personal Data Protection Act (PDPA), 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 Moral Charities (THKMC) and its affiliated entities.

I also give my consent for the relevant Government authorities to obtain and verify information from or with any source, as THKMC 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 information will render my application null and void; and if appointed, I agree that my appointment shall be terminated.

Applicant's Signature

Date

ACADEMIC QUALIFICATIONS

Date		Schools/Institutions Attended	Qualifications Obtained (‘O’ / ‘A’ Levels, Diploma, Degree)
From	To		

OTHER QUALIFICATIONS / COURSES ATTENDED / AWARDS ATTAINED

Date		Qualifications / Awards Obtained	Awarding Institution
From	To		

PROFESSIONAL MEMBERSHIP

Date Admitted	Name of Professional Body	Membership Position

LANGUAGE ABILITY (include dialects spoken) *Delete where applicable

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
	*Basic / Average / Good		*Basic / Average / Good
	*Basic / Average / Good		*Basic / Average / Good

EMPLOYMENT HISTORY **Delete where applicable*

Name of *Current/Last Employer:	From (DD/MM/YY):	To (DD/MM/YY):
Address:	Basic Salary:	
Job Title / Department:	Transport allowance:	
Name of Supervisor / Job Title:	Others:	
Reasons for leaving:	AWS: Bonus <i>(if any)</i> :	

Name of *Current/Last Employer:	From (DD/MM/YY):	To (DD/MM/YY):
Address:	Basic Salary:	
Job Title / Department:	Transport allowance:	
Name of Supervisor / Job Title:	Others:	
Reasons for leaving:	AWS: Bonus <i>(if any)</i> :	

Name of *Current/Last Employer:	From (DD/MM/YY):	To (DD/MM/YY):
Address:	Basic Salary:	
Job Title / Department:	Transport allowance:	
Name of Supervisor / Job Title:	Others:	
Reasons for leaving:	AWS: Bonus (if any):	

Name of *Current/Last Employer:	From (DD/MM/YY):	To (DD/MM/YY):
Address:	Basic Salary:	
Job Title / Department:	Transport:	
Name of Supervisor / Job Title:	Others:	
Reasons for leaving:	AWS: Bonus (if any):	

CO-CURRICULAR ACTIVITIES/ INTERESTS/ VOLUNTEER EXPERIENCE

Year	School/ Organisation/ Group	Description of Activity

REFEREES *Please give details of two referees whom we may approach for references.*

Name:	
Organisation Name:	
Designation:	
Contact No.:	
Email Address:	

Name:	
Organisation Name:	
Designation:	
Contact No.:	
Email Address:	

OTHER INFORMATION

Have you previously been employed by Thye Hua Kwan Moral Charities (THKMC) and its affiliated entities? If yes, please provide details.	Yes / No	
Do you have any friends, family members or relatives working in THKMC and its affiliated entities? 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	
<p>How did you learn of this vacancy?</p> <p>* Newspaper job ad / Website / Walk-in / Referrals from friends /others (please specify)_____</p>		
Expected Salary: S\$_____	Notice Period Required: _____	Earliest Start Date: _____