

## NAROK COUNTY GOVERNMENT



## PUBLIC SERVICE BOARD

## APPLICATION FOR EMPLOYMENT FORM

Please complete this form in **BLOCK** letters as appropriate and submit to the Secretary, Narok County Public Service Board,

P.O.BOX 545, 20500 NAROK, KENYA,

**1. Vacancy Applied For**

Vacancy/Post:..... Vacancy No:.....  
 Detertment..... Department:.....

**2. Personal Details**

Name of applicant: ..... Title:.....  
 (Surname) First Name Other Name(s): (Prof/Dr/Mr/Mrs/Miss/Ms/Rev)  
 Date of Birth:..... Gender: Male  Female   
 (dd-mm-yyyy)  
 Nationality:..... ID No/Passport No:..... Employment/PNo:.....  
 Address:..... Postal Code:.....  
 Home District:..... Division:..... Constituency:.....  
 Telephone:..... Mobile:..... E-mail address:.....  
 Alternative contact person:..... Telephone:.....

**3. Applicants in the Public Service only**

Ministry/Department/Local Authority/Other Public Institutions:..... Station:.....  
 Present Substantive Post:..... Job group:..... effective date:.....  
 (dd-mm-yyyy)  
 Upgrading (if applicable) post:..... effective date:.....  
 (dd-mm-yyyy)  
 Terms of Service:  Permanent & Pensionable  Contract  Temporary

**4. Applicants in Private/NGO/ Other Sectors**

Current employer:..... Position held:..... effective date:.....  
 (dd-mm-yyyy)  
 Salary (monthly) Ksh.....

**5. Other Details**

Indicate the language(s) you are proficient in.....  
 Do you suffer from any physical impairment? Yes  No   
 If yes give details:.....  
 Have you ever been convicted of any criminal offences or a subject of probation order? Yes  No



**8. Employment Details (starting with the most recent)**

Year		Employer's Name	Position/ Rank/Designation/	Job Group/Gross Monthly Salary (Ksh.)
From	To			

9. Briefly state your current duties, responsibilities and assignments .....

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10. Please give details of your abilities, skills and experience which you consider are relevant to the position applied for. The information may include an outline of your most recent achievements and your reasons for applying.....

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**11. Personal References**

*The names of distinguished persons should not be used unless they really know you well; the names of relatives or of those from whom you send testimonials should not be used. The names of members or staff of the Narok County Public Service Board should also not be used.*

1. Full Name:.....

Address:.....

Telephone No:..... E-mail address:.....

Occupation:.....

Period for which he/she has known you:.....

2. Full Name:.....

Address:.....

Telephone No:..... E-mail address:.....

Occupation:.....

Period for which he/she has known you:.....

**Declaration:**

I hereby certify to the best of my knowledge that the particulars given on this form are correct and I understand that any incorrect information may lead to disqualification/legal action.

Date: .....  
(dd-mm-yyyy)

Signature of the Applicant

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