



NKETOANA (F.S. 193) LOCAL MUNICIPALITY
(Reitz, Mamafubedu, Lindley & Arlington)

APPLICATION FOR EMPLOYMENT

ANNEXURE B

TERMS AND CONDITIONS

1. The purpose of this form is to assist a 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.

3. Candidates shortlisted for interviews may be requested to furnish additional information that will assist municipalities to expedite recruitment and selection processes.

4. All information received will be treated with strictly 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 municipality with the recruitment, selection and appointment of senior managers in terms of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000).

DETAILS OF THE ADVERTISED POST (as reflected in the advert)

Advertised Post Applying for	
Name of Municipality	
Notice Service Period	

PERSONAL DETAILS

Surname												
First Names												
ID or Passport Number												
Race	African	Colored	Indian	White								
Gender	Male				Female							
Do you have disability	Yes				No							
If Yes, Elaborate												
Are you a South African Citizen?	Yes				No							
If no, what is your Nationality?												
Work Permit Number (if any)												
Do you hold a professional membership with any professional body? If yes, provide information below	Yes				No							
Professional Body:	Membership Number:				Expiry Date:							

CONTACT DETAILS

Postal address	
Telephone number during office hours	
Email address	
Preferred language of communication	



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Qualifications (Additional Information may be provided on your CV)			
Name of School / Technical College	Highest Qualification Obtained	Year Obtained	
Name of Institution	Name of Qualification	NQF Level	Year Obtained

WORK EXPERIENCE (Additional information may be provided on your CV)			
COMPANY	POSITION	DURATION	REASON FOR LEAVING

DISCIPLINARY RECORD		
Have you been dismissed for misconduct during the past 10 years	YES	NO
If Yes, Name of Municipality / Institution?		
Type of Misconduct or Transgression?		
Award / Sanction.		
Date of Registration / Disciplinary Case Finalized.		
Have you been accused of an alleged misconduct and resign from your job pending finalization of the disciplinary proceedings?	Yes	No
If yes please provide details		

CRIMINAL RECORDS.		
Have you been convicted of any criminal offence in a court of law during the past 10 years?	YES	NO
If Yes, Type of criminal act?		
Date criminal case finalized?		
Outcome or Judgement?		



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REFERENCES				
Name of Referee	Relationship	Tel (Office Hours)	Cellphone Number	E-mail

DECLARATION

I hereby declare that all the 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 misinterpretation or failure to disclose any information may lead to my disqualification or termination of my employment contract, if appointed.

Signature:

Date: