



The University of Fiji

APPLICATION

APPLICANT TO COMPLETE DETAILS:
(PLEASE ATTACH FULL CURRICULUM VITAE AND **COPIES ONLY** OF EDUCATIONAL CERTIFICATES)

APPLICATION FOR THE POSITION OF _____

REFERENCE NO. _____

Family Name: _____ Title: _____ Gender: Male Female

Other Name: _____ Date of Birth: ___/___/___

Home Address: _____

_____ Email: _____ Home phone: _____

Postal Address: _____ Work phone _____

Mobile phone: _____

Educational Details: (attach copies of certificates)

| Year | School Level Achieved | Name of School | Mark/Grade |
|------|-----------------------|----------------|------------|
| | | | |
| | | | |
| | | | |
| | | | |

Other Qualifications: (attach copies of certificates)

| Year | Qualification Obtained | Institution | Location | Major Field of Study |
|------|------------------------|-------------|----------|----------------------|
| | | | | |
| | | | | |
| | | | | |

Any other training course attended: _____

_____ (attach copies of certificates)

Work Experience: (in reverse order – show last employer first. Explain any gaps in employment)

| Years | Position Title | Name and Address of employer | Duties | Salary |
|-------|----------------|------------------------------|--------|--------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Please indicate the level of your computer skills and software you are familiar with:

Name and Address of Three (3) referees who can comment on your work. (NOT personal referee & and NOT related to the applicant)

| | Referee No. 1 | Referee No.2 | Referee No.3 |
|---------------------------------------|----------------------|---------------------|---------------------|
| Name | | | |
| Position/Organisation | | | |
| Contact phone number | | | |
| In what way known to applicant | | | |

When could you start if appointed? _____ CV (Resume) attached

I certify that, to the best of my knowledge, the information I have given on this form is correct in every particular. I understand that I will be liable for dismissal if any information given on this form is proved to be false.

Signature of applicant: _____

Date: ___/___/___

This form should be returned to:

**The Registrar
The University of Fiji
Private Mail Bag
Lautoka**

OFFICIAL USE ONLY

Applicant shortlisted: Yes No

Applicant informed of interview time

Yes No

Final decision on Applicant: _____