

APPLICATION FOR EMPLOYMENT



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|-------------------|
| Photograph (jpeg) |
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Position Applied :

PERSONAL PARTICULARS

| | | | |
|-------------------------------------------|-----------------------------------------------------|--------------------------------------------------|--------------------|
| Name: | | Name (in Chinese characters): | |
| Address: | | NRIC: | Colour: Pink/ Blue |
| | | Passport: | Mobile: |
| Postal Code: | | Email: | |
| Date of Birth: | Gender: Male/ Female | Religion: | Race: |
| Singapore PR: Yes/No | Date: | Place of Birth: | Nationality: |
| National Service (if applicable): ORD: | Completed / Exempted NS Status: Active/ Inactive | Emergency Contact (name, relationship & mobile): | |
| Leisure Interest : | | | |

FAMILY PARTICULARS (spouse, children, parents & siblings)

| Name | Relationship | Age | Occupation | Name of Employer/School |
|------|--------------|-----|------------|-------------------------|
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EDUCATIONAL BACKGROUND (primary, secondary, tertiary & professional)

| Institution/ Country <i>e.g. Nanyang Technological University (SIN)</i> | Qualification <i>Bachelor of Accountancy</i> | From <i>1990</i> | To <i>1994</i> |
|----------------------------------------------------------------------------|-------------------------------------------------|---------------------|-------------------|
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LANGUAGE PROFILE (Please circle Good, Fair or Poor)

| Language | Spoken | Written |
|----------|---------|---------|
| English | G/ F/ P | G/ F/ P |
| Chinese | G/ F/ P | G/ F/ P |

COMPUTER LITERACY & OTHER SKILLS

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|---------------------------------------------------------|
| Please indicate the software that you are competent in: |
|---------------------------------------------------------|

EMPLOYMENT HISTORY (start with your latest/ present company)

| Company/ Country | Position | From | To | Salary |
|---------------------------------|---------------------|------|----|--------|
| 1) | | | | |
| | Reason for Leaving: | | | |
| Brief Description of Job Duties | | | | |
| 2) | | | | |
| | Reason for Leaving: | | | |
| Brief Description of Job Duties | | | | |
| 3) | | | | |
| | Reason for Leaving: | | | |
| Brief Description of Job Duties | | | | |
| 4) | | | | |
| | Reason for Leaving: | | | |
| Brief Description of Job Duties | | | | |
| 6) | | | | |
| | Reason for Leaving: | | | |
| Brief Description of Job Duties | | | | |

DATE OF AVAILABILITY & EXPECTED SALARY

| | |
|--------------------------------------------------------|-------------------|
| If selected for the position, when can you start work? | Expected Salary : |
|--------------------------------------------------------|-------------------|

REFERENCES (please do not include relatives)

| | |
|--------|---------------------------|
| Name: | Job Title: |
| Email: | Mobile: Years Known: |
| Name: | Job Title: |
| Email: | Mobile: Years Known: |

ADDITIONAL INFORMATION

| | |
|-----------------------------------------------------------------------------------------------|----------|
| Do you have any relatives or friends who are employed by SingHaiyi Group? | Yes / No |
| Have you suffered or are you suffering from any mental disorder, physical or serious illness? | Yes / No |
| Have you ever been dismissed from the service of your previous employer? | Yes / No |
| Have you ever been convicted in a court of law in any country? | Yes / No |
| Have you ever been served with a bankruptcy proceeding or been declared a bankrupt? | Yes / No |
| Do you have any share in any business undertaking other than that in a public-listed company? | Yes / No |
| Are you holding any directorship or related appointment in any company? | Yes / No |

DECLARATION

I declare that to the best of my knowledge, the particulars provided are true and I hereby give my consent to the company to check my employment records with my previous employers/references given. I accept that if any of the information given by me in this application is in any way false or incorrect, the Company shall have the right to terminate my employment without notice and without giving any reason.

Signature

Date

FOR HR'S USE

| | | |
|-------------------------------|--------------|-------------|
| New Position/ Replacement for | Designation: | |
| Basic Pay: | Allowance: | Start Date: |