



OFFICE FOR THE NEW EVANGELISATION

Employment Application Form

Application for the Post of:

Affix passport size photo here

PERSONAL PARTICULARS

Full name (as in NRIC) Please underline surname

Address

Nationality

If Permanent Resident (state PR start date)

Marital Status

Gender

Date of Birth

Place of Birth

National Service Rank/ Exempted/ Completed

Handphone No.

Email address

Church affiliation

Church involvement

EDUCATION AND TRAINING

Name of School / Institution / University

From
(Year)

To
(Year)

Qualifications Attained

WORK EXPERIENCE - use an additional sheet if necessary

1) Current Employer

Job Title

From

To

Duties and Responsibilities :

Last Drawn Salary

Allowances

AWS

Bonus

Reason for Leaving

2) Immediate Past Employer	Job Title	From	To
Duties and Responsibilities:			
Reason for Leaving			
3) Other Past Employers	Job Title	From	To

LINGUISTIC PROFICIENCY						
Language/ Dialect	Spoken			Written		
	Fluent	Fair	Poor	Fluent	Fair	Poor

COMPUTER SKILLS
What software applications are you familiar with?

OTHER INFORMATION	Delete Accordingly
1. Have you ever been dismissed or discharged from service?	Yes/ No
2. Have you ever been convicted in a court of Law by any country?	Yes/ No
3. Have you ever been detained by the police or any government (other than traffic violations or misdemeanours)?	Yes/ No
4. Have you been or are you under any financial embarrassment listed below? (a) an undischarged bankrupt (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 acknowledgement of indebtedness	Yes/ No
5. Have you suffered, or are suffering from any physical impairment or disease?	Yes/ No
If any of your answers to the above questions is Yes, please give details.	

REFERENCES					
	Name	Email Address	Contact Number	Occupation	Years Known
1					
2					

DATE AVAILABLE FOR EMPLOYMENT	EXPECTED SALARY

DECLARATION
<p>I understand that any false statement made by me on this application or any supplement thereto will be sufficient for disqualification or dismissal if appointed. This wilful suppression of any material fact will be similarly penalised.</p> <p>I authorize the Office for the New Evangelisation to make reference to all my past employers on my job performance. However, reference to my current employer may only be made with my prior permission so long as I am still in their employment.</p> <p>In filling this form, I consent to the collection, retention, processing, storage and use of all data submitted by me, and to all such data being made available or transferred to the Office for the New Evangelisation for the purpose of employment or a contractual relationship with it and facilitating administrative operations within the Catholic Archdiocese of Singapore.</p> <div style="display: flex; justify-content: space-between; margin-top: 100px;"> <div style="width: 45%; text-align: center;"> <p>_____</p> <p>Applicant's Signature</p> </div> <div style="width: 45%; text-align: center;"> <p>_____</p> <p>Date</p> </div> </div>

FOR OFFICIAL USE	
1 st Interview	2 nd Interview
Interviewed by: Date:	Interviewed by: Date:
COMMENTS	
RESULTS OF THE INTERVIEW	
<p>Selected/ Not Selected/ KIV</p> <p>Position:</p> <p>Commencement Date:</p> <p>Salary:</p> <p>Approved By: _____</p> <p style="text-align: center;">Name/ Signature</p> <p>Date:</p>	