

# WAREES INVESTMENTS PTE LTD



## EMPLOYMENT APPLICATION FORM

### INSTRUCTION

[a] All completed forms are to be sent to: 11 Beach Road, #05-01 (S) 189675

[b] All sections must be filled. For items which are not applicable, please state "N.A". If there is insufficient space, please use and attach additional sheets of papers to this form.

[c] Where there is an asterisk (\*) please delete accordingly.

[d] All applications must be accompanied with the following documents :

1. copies of academic certificates and transcripts
2. copies of other relevant certificates
3. copy of latest payslip

Attach a recent  
passport-size  
photograph of  
yourself

### POST APPLIED

Post (in order of preference) : 1. 2. 3.	Expected Gross Salary (please state) :
Period of notice to present employer :	

### PART A : PERSONAL PARTICULARS

Full Name in BLOCK LETTERS :		NRIC No :	
Residential Address :		Contact Nos. Res : Off : Pgr : HP :	
Date of Birth / Age :	Place of Birth :	Race :	Religion :
Nationality :	Marital Status :	Sex : Male / Female *	



**PART E : LATEST/FINAL YEAR BACHELOR DEGREE RESULTS OR EQUIVALENT**

Course of Study (please specify clearly) :		Pass Degree : Yes / No *	
		Merit : Yes / No *	
		Class of Honours : 1 <sup>st</sup> / 2 <sup>nd</sup> Upper / Lower / 3 <sup>rd</sup> *	
Subject	Grade	Subject	Grade

**PART F : NATIONAL SERVICE**

Date of Enlistment	ROD	Rank	Unit	Vocation

If you have not served full-time service, please ✓ accordingly  
 Part-time NS     Exempted     Not Applicable

**PART G : SKILLS/COMPETENCIES**

PC Software	Driving Licence (class)	Others
	If you possess a driving licence, do you own a vehicle? If yes, please specify.	

**PART H : HOBBIES AND RECREATIONAL INTEREST**


**PART I : MEMBERSHIP OF PROFESSIONAL SOCIETIES, CLUBS AND ASSOCIATIONS**

Name of Organisation	From (yr)	To (yr)	Position Held

**PART J : CURRENT EMPLOYER**

Name of Employer	Position Held	Period		Present Salary (please attach copy of latest payslip)			Bonus (mm)	Annual Leave (days)
		From (mm/yr)	To (mm/yr)	Basic	Gross	Allowances		
Reason for Leaving :								

**PART K : PREVIOUS EMPLOYMENT HISTORY**

Name of Employer	Position Held	From (mm/yr)	To (mm/yr)	Gross Monthly Salary (excluding allowances)	Reason for Leaving

**PART L : FAMILY PARTICULARS**

Name	Address	Relationship	Age	Occupation

**PART M : OTHERS**

Why I want to join Warees :
If selected, what contributions could I offer to Warees :

**PART N: PARTICULARS OF TWO REFREES**

Give particulars of two persons who know you well with regards to your character and work performance. One of these should know you in an official capacity preferably as your superior in some previous employment.			
Name		Name	
Address		Address	
Contact No		Contact No	
Occupation		Occupation	
Relationship		Relationship	
Age		Age	
Years Known		Years Known	

**PART O: ADDITIONAL INFORMATION**

Have you been or are suffering from any physical impairment / disease? (Please specify)	Yes / No *
Have you ever been convicted in the court of law in any country? (Please specify)	Yes / No *
Have you ever been dismissed or discharged from any employment? (Please specify)	Yes / No *
Have you ever been in any financial embarrassment? (Please specify)	Yes / No *
Have you ever applied to Warees before? (Please specify)	Yes / No *

**PART P: DECLARATION**

I declare that the particulars stated above are true and correct to the best of my belief and knowledge, and that I have not willfully suppressed any material fact.	
_____	_____
Date	Signature