



## UMZIMVUBU

LOCAL MUNICIPALITY

### APPLICATION FORM FOR EMPLOYMENT FOR SENIOR MANAGERS

#### TERMS AND CONDITIONS

1. The purpose of this form is to assist a municipality 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 an interview may be requested to furnish additional information that will assist the municipality 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 (Act No: 32 of 2000).

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

Advertised post applying for	
Name of Municipality	
Notice service period	

#### B. PERSONAL DETAILS

Surname				
First Names				
ID or Passport Number				
Race (tick where appropriate)	African	Coloured	Indian	White
Gender			Female	Male
Do you have a 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 any political office in a political party, whether permanent or in a part-time acting capacity? If yes provide information below.			
Political Party		Position	Expiry date
Do you hold any a professional membership with any professional body? If yes provide information			No
Professional Body:	Membership Number:		Expiry date

**C. CONTACT DETAILS**

Preferred Language for correspondence?			
Telephone number during office hours			
Preferred method for correspondence (Mark with an X)	Post	Email	Fax
Correspondence contact details			

**D. 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

**E. WORK EXPERIENCE** (Additional information may be provided on your CV)

Employer (starting with most recent)	Position	From MM	YY	To MM	YY	Reason for leaving

If you were previously employed in Local Government, indicate whether any conditions exist that prevent your re-employment	Yes	No
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If yes, provide the name of the previous employing municipality:	
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**F. DISCIPLINARY RECORD**

Have you ever been dismissed for misconduct on or after 5 July 2011?	Yes	No
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If yes , Name of Municipality / Institution	
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Type of a Misconduct / Transgression	
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Date of Resignation	
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**G. CRIMINAL RECORD**

Were you convicted of a criminal offence involving financial misconduct, fraud or corruption on or after 5 July 2011? If yes, provide details on a separate sheet.	Yes	No
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If yes, type of criminal Act	
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Date of finalized case	
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Outcome/Judgement	
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**H. REFERENCE**

Name & Surname	Designation	Relationship with you	Contact	Email Address

**DECLARATION**

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

Signature:	Date:
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