

RELIEF INTERNATIONAL

Job Application Form

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Photo

Please fill in carefully the answers in the blue cells and send us the application form along with your CV.

1. Vacancy details

Job applied for		Vacancy Number	
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2. Personal Information

First Name		Last Name	
Father's name		Gender	
Date of birth		Place of birth	
Nationality		Passport/Tazkera#	
Marital status		No of children	
Email		Phone number	
Driving license	Yes <input type="radio"/> No <input type="radio"/>	Blood Group	

Current Address			
House #		Street #	
City		District	
Province		Country	

3. Work experience: Please fill in with full details chronologically starting by the most recent achievement

Duration		Job title	Organization	Location (City/Country)	Reason for leaving
From	To				

4. Education: Please fill in with full details chronologically starting by the most recent achievement

Degree or qualification	Field of study	University/School	Location (City/Country)	Years of study		Completed	
				From	To	Yes	No
						<input type="radio"/>	<input type="radio"/>
						<input type="radio"/>	<input type="radio"/>
						<input type="radio"/>	<input type="radio"/>
						<input type="radio"/>	<input type="radio"/>

5. Trainings/Workshops: Please fill in with full details chronologically starting by the most recent achievement

Certificate obtained	Training topic	Institution/ Organization	Location (City/Country)	Training duration	
				From	To

6. Language Skills

Languages	Speak			Read			Write		
	Fluent	Good	Fair	Fluent	Good	Fair	Fluent	Good	Fair
English	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dari	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pashto	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Computer skills

Software	Excellent	Very good	Good	Fair	Weak
Word	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Excel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Power Point	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. Relatives check: Is any of your relatives working for RI?

NO ☐

YES ☐

If YES, please provide details below, (Immediate family relationships currently employed by Relief International Office, such as spouse, parent, child, sibling, niece, nephew or in-law is mentioned in RI Conflict of Interest policy).

First name	Last name	Relationship	Position title & Location

9. References check:

Please list three persons as reference with whom you worked during your past and present experiences. At least 2 of them should have been your supervisor

Full Name	Current Position title	Organization	Professional email	Phone number

I certify that the above information made by me are true and complete.

Date:

Signature: