



APPLICATION FOR EMPLOYMENT: PROFESSIONAL SERVICES

Please complete this form electronically. Handwritten applications and incomplete documents will not be accepted. Applications must be e-mailed to the **e-mail address as stipulated on the advert** together with a comprehensive CV. Please note applications received through any other means will not be accepted and the University will not accept responsibility for applications sent to any other address except that reflected above. No late applications will be accepted.

POSITION DETAILS				
POST TITLE				
DEPARTMENT				
DATE OF APPLICATION				
APPLICANTS DETAILS				
SURNAME				
INITIALS				
FIRST NAMES				
TITLE				
MAIDEN /MARRIED NAME(IF APPLICABLE)				
IDENTITY NUMBER				
DATE OF BIRTH				
PASSPORT NUMBER(NON SOUTH AFRICANS)				
NATIONALITY				
DISABILITY(YES/NO AND NATURE)				
DO YOU HAVE A CURRENT WORK PERMIT? IF SO PROVIDE DETAILS				
DRIVERS LICENSE(PROVIDE CODE)				
TELEPHONE NUMBERS (INCLUDE DIALING CODES)	HOME ()	WORK ()	CELL ()	ALTERNATIVE ()
E- Mail Address				
WHAT IS THE MINIMUM TOTAL STARTING REMUNERATION PACKAGE (INCLUDES ALL BENEFITS) YOU WOULD EXPECT?				
CURRENT JOB INFORMATION				
ARE YOU CURRENTLY EMPLOYED BY UNIZULU? YES/NO				
IF YES WHAT IS YOUR CURRENT JOB TITLE				
IF YES PLEASE STATE YOUR CURRENT DEPARTMENT				
PLEASE STATE YOUR HIGHEST QUALIFICATION(S)				

REFEREES (Only provide work related referees)						
FULL NAME AND TITLE	RELATIONSHIP TO YOU	NAME & ADDRESS OF COMPANY	JOB TITLE/DESIGNATION	CELL PHONE	LAND LINE	E-MAIL
1						
2						
3						
4						
VERIFICATION						
Do you have any criminal convictions?	YES		NO		DETAILS	
Have you ever been dismissed for misconduct or poor work performance?	YES		NO		DETAILS	
Is there any disciplinary action against you (current or pending) with your current employer?	YES		NO		DETAILS	
Have you ever resigned from a post whilst undergoing a disciplinary action/investigation	YES		NO		DETAILS	
Have you ever been medically boarded?	YES		NO		DETAILS	
Are you related to any current /past employee of UNIZULU?	YES		NO		DETAILS	
Do you confirm that all the information provided in this application and supporting documents is true and correct?	YES		NO		DETAILS	
Do you consent to verification of the information you provided including qualification verification , criminal checks and credit checks as appropriate	YES		NO		DETAILS	
Do you have any other part – time/private remunerative work to declare?	YES		NO		DETAILS	
Are you a member of a company (or CC)?	YES		NO		DETAILS	
Do you wish to declare any information which UNIZULU should, in the interests of full and fair disclosure, be aware of when considering you for	YES		NO		DETAILS	

the position for which you have applied?					
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THANK YOU FOR COMPLETING THIS APPLICATION FORM. PLEASE NOTE THE FOLLOWING:

- 1. UNIZULU RESERVES THE RIGHT TO:**
 - a. NOT FILL THIS POSITION FOR WHATEVER REASON IT DEEMS FIT**
 - b. VERIFY ALL INFORMATION PROVIDED IN THIS APPLICATION FORM**
 - c. CONTACT REFEREES AND TO REQUEST ADDITIONAL REFEREES**
 - d. CONDUCT CREDIT AND CRIMINAL CHECKS IF WARRANTED**
 - e. DISQUALIFY APPLICANTS WHO PROVIDE INCOMPLETE, FALSE OR MISLEADING INFORMATION**
 - f. WITHDRAW ANY OFFER OF EMPLOYMENT IF THE APPLICANT PROVIDED FALSE OR MISLEADING INFORMATION**
 - g. CONDUCT PSYCHOMETRIC AND SKILLS TESTING OF SHORTLISTED CANDIDATES**
 - h. DISQUALIFY INCOMPLETE APPLICATIONS**
- 2. IF YOU ARE SHORTLISTED, YOU MUST SUBMIT CERTIFIED COPIES OF YOUR IDENTITY DOCUMENT/PASSPORT AND ALL QUALIFICATIONS PRIOR TO INTERVIEWS**
- 3. UNIZULU IS COMMITTED TO EMPLOYMENT EQUITY AND PREFERENCES MAY BE GRANTED TO CANDIDATES FROM THE DESIGNATED GROUP**
- 4. IF YOU DO NOT HEAR FROM US WITHIN TWO MONTHS OF THE CLOSING DATE, PLEASE CONSIDER YOUR APPLICATION UNSUCCESSFUL**
- 5. UNIZULU ONLY ENTERS INTO CORRESPONDENCE WITH SHORTLISTED CANDIDATES AND DOES NOT PROVIDE REASONS FOR NOT SHORTLISTING.**

I(full names) confirm that all the information provided in this application is, to the best of my knowledge, true and correct and I acknowledge that should this not be the case, I will be disqualified from consideration for this position and any offers made to me or contracts with the University shall be null and void.