



MINISTRY OF INFORMATION

APPLICATION FORM

Position Applied For:		Vacancy or Reference Number:	
Title:	Surname/Family Name:		
Given Names:			
Date of Birth:			
Postal Address:			
Residential Address:			
<i>(If different than postal)</i>			
Email address:			
Home:		Mobile:	
Phone (alternate):	Are you a Fiji Citizen	Yes ☐	No ☐
Gender information is gathered for statistical purposes only & not for assessment purpose.	Male ☐	Female ☐	
Referee Details (please include only referees who can comment on your work experience)	Contact Details		
Name:	Phone:		
Organisation:	Email:		
Position:	Relationship:		
Name:	Phone:		
Organisation:	Email:		
Position:	Relationship:		
Name:	Phone:		
Organisation:	Email:		
Position:	Relationship:		

Please ensure you attach your current Curriculum Vitae explaining your suitability for the position and your birth certificate.

I certify the above details are true and correct and that I am a genuine applicant for the identified position

Signature:

Date:



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DECLARATION AND AUTHORISATION:

I _____

(Full name: first or given names and family or surname)

of _____

(Full residential address)

Being an applicant for _____ position in the Ministry of _____ declare that:

- I have not been convicted of any criminal offences (for these purposes do not count any infringement offences, e.g., parking or speeding offences, as they do not result in a conviction being entered against you)

I acknowledge that if appointed, I will have to provide a recent police clearance before taking up duty.

- I have not been the subject of any disciplinary action by any employer or professional body in Fiji or overseas, nor are there any unresolved complaints against me

OR

Details of disciplinary action or unresolved complaints against me are as follows

- I have not been made bankrupt, entered into a composition with my creditors, or been disqualified as a director.
- I know of no other matter which might affect my credibility in office.
- I understand and consent to my application form, my curriculum vitae and any other material supplied being held by the Ministry of _____ being used to assess whether I may be employed in the Fiji Civil Service.
- I authorise the Fiji Government to make suitable enquiries to verify the information supplied in my application.
- I understand that a false declaration on this form will invalidate my application and may result in further legal action being taken against me.

Signature of Applicant: _____

Date: _____