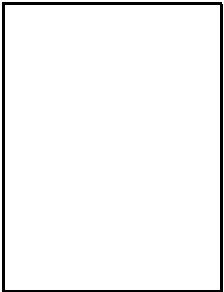




APPLICATION FOR EMPLOYMENT



Desired position:

Last name: First name:

Date of birth: Year..... month day Gender: Age:

Registration number: Passport number:

Social Insurance #: Medical Insurance #:

Education: Profession:

Place of birth: City /aimag/ district /soum/ Nationality:

Address:

Phone: Home Cell phone E-mail address:

Emergency contact: Name: Phone:1. 2.

Education /including high school/

Name and location of school	Years attended	Years graduated	Day/Evening	Major and degree	Number of diploma and certificate

Work experience

Name of organization	Position	From	To	Reason for leaving	Name of your supervisor

Language skills /mark with (+)/

Language	Speaking			Reading			Writing			Translating			Comments	
	Good	Average	Poor	Good	Average	Poor	Good	Average	Poor	Good	Average	Poor		

Professional and other specialized training

Where, type of training	Years attended	Years graduated	Degree	Number of certificate

Computer skills

At what level can you use computer?

.....

Programs you work with:

Name of program	Proficiency

Family information: /including only people who live with/

Relationship	Name	Present occupation

Awards

Name of award	From where	When	Reason

Sport and talent skills: Type Degree Award

Date available for work:

Desired salary: Minimum Maximum

How did you learn about this job?

Do any of your relatives work for this company?

If yes, in which department/position?

Any areas that you are interested in working other than your profession?

1. 3.

2. 4.

Contact information of 2 people who know your knowledge and skill well.

Name	Name of organization	Position	Telephone

Applicant's signature: Date:

APPLICANTS MUST ENCLOSE THE FOLLOWING DOCUMENTS:

1. CV in English
2. Application form
3. Copy of ID card /notarized/
4. Copy of diploma /notarized/
5. Police clearance letter
6. Photo /2 copies/