

PUBLIC SERVICE COMMISSION AND DISCIPLINED FORCES SERVICE COMMISSION

APPLICATION FOR THE POST OF HANDY WORKER

Section A (To be filled in by Applicant)

1. Surname (in block letters):.....
2. Other Names (in block letters):.....
3. Date of Birth:..... Age:
4. National Identity Card No.:

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5. Residential Address (in block letters):
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6. Tel. (Office):..... (Residence):..... (Mobile):
7. Date joined service:.....as.....
8. Date of first appointment/employment:.....
9. Date transferred to Permanent and Pensionable Establishment (PPE):.....
10. Present post held (temporary/substantive):.....
11. Date of Appointment to present post:.....
12. Present Posting (i) Ministry/Department:.....
(ii) Place of work:.....
13. Present Salary (Basic):.....
14. Educational Qualifications (Please attach photocopy of certificates):
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.....
15. Experience relevant to the post applied for (Documentary evidence to be attached):
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.....
.....

16. Previous appointment held in the service and in what capacity:

<u>Post</u>	<u>From</u>	<u>To</u>	<u>Ministry/Department</u>

DECLARATION

I, the undersigned applicant, declare that the particulars submitted in this application are true and accurate.

Date:.....

.....
Signature of Applicant

Section B (To be filled in by the Ministry/Department where applicant is posted)

1. Statement of sick leave and unauthorized absences taken by applicant:

<u>Year</u>	<u>No. of days of sick leave taken</u>	<u>No. of days of unauthorised absences</u>
2022		
2023		
2024		
2025 (to date)		

2. Report on Applicant:

(i) Work:.....

(ii) Conduct:.....

(iii) Attendance:.....

3. Has applicant been subject to disciplinary action during the past ten years. Yes/No
If in the affirmative, please give details:

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4. I certify that particulars given under Sections A and B have been verified and found correct, except:

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5. Comments, if any, on experience claimed by Applicant and other remarks.

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Date:.....

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(Signature of Officer)



Name (in full).....

Post held:.....

Contact:.....