



Financial Services Commission
Mauritius

APPLICATION FOR EMPLOYMENT

STRICTLY CONFIDENTIAL

Refer to the Guidance Notes on the back of this form to assist you in filling the form.

Position Applied Ref Application Type (Please Tick) Establishment
Contractual

1. Personal Details

Surname Title Mr Mrs Miss
(Block Letters) *(Please Tick)*
Forename(s) Marital Status
(Block Letters)
Maiden Name Date of Birth
(If Applicable)
NIC NO Email Address
Nationality Passport No. Issue Date
Residential Address
Office Tel Home Tel Mobile 1
Mobile 2

Qualifications

| Secondary O-Level | | | | |
|-------------------|--|-------|-------------|--|
| Institution | | | Institution | |
| Year | | | Year | |
| Subject | | Grade | Subject | |
| Grade | | | | |
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| Secondary A-Level | | | | | | |
|-------------------|--|--|-------|-------------|---------|--|
| Institution | | | | Institution | | |
| Year | | | | Year | | |
| Subject | | | Level | Grade | Subject | |
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Level — Principal, Subsidiary, Advanced Subsidiary

Qualifications – Certificate / Diploma

| University/ Institution | Country | Qualification Acquired | Year (mm/yy) | Mode | Duration | |
|----------------------------|---------|------------------------|-----------------|------|-----------------|---------------|
| | | | | | From (mm/yy) | To (mm/yy) |
| | | | | | | |
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Mode: F/T (Full Time), P/T (Part Time), D/L (Distance Learning)

Qualifications - Degree

| University/ Institution | Country | Qualification Acquired | Year (mm/yy) | Mode | Duration | |
|----------------------------|---------|------------------------|-----------------|------|-----------------|---------------|
| | | | | | From (mm/yy) | To (mm/yy) |
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Mode: F/T (Full Time), P/T (Part Time), D/L (Distance Learning)

Qualifications – Professional (E.g Bar Vocational Course, ...)

| University/ Institution | Country | Qualification Acquired | Year (mm/yy) | Mode | Duration | |
|----------------------------|---------|------------------------|-----------------|------|-----------------|---------------|
| | | | | | From (mm/yy) | To (mm/yy) |
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Mode: F/T (Full Time), P/T (Part Time), D/L (Distance Learning)

Qualifications – Post Degree

| University/ Institution | Country | Qualification Acquired | Year (mm/yy) | Mode | Duration | |
|----------------------------|---------|------------------------|-----------------|------|-----------------|---------------|
| | | | | | From (mm/yy) | To (mm/yy) |
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Mode: F/T (Full Time), P/T (Part Time), D/L (Distance Learning)

Qualifications – Other

| University/ Institution | Country | Qualification Acquired | Year (mm/yy) | Mode | Duration | |
|----------------------------|---------|------------------------|-----------------|------|-----------------|---------------|
| | | | | | From (mm/yy) | To (mm/yy) |
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Mode: F/T (Full Time), P/T (Part Time), D/L (Distance Learning)

2. (a) Present Employment (Full Time)

| | | | | | |
|---|--|----------------|----------------|--|--|
| Name of Employer | | Address | | | |
| Post Held | | | Date Appointed | (dd/mm/yy) | |
| | | | | | |
| Reason for Leaving | | Current Salary | | Expected Salary (if opting for contractual position) | |
| Brief description of your major duties and responsibilities | | | | | |
| | | | | | |

2. (b) Present Employment (Part Time)

| SN | Name of Employer | Address | Post Held | FTE | Date Appointed | | |
|----|------------------|---------|-----------|-----|----------------|----|----|
| | | | | | dd | mm | yy |
| | | | | | | | |
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FTE: State % of Full Time Equivalent for part time employment

3. (a) Previous Employment (Full Time)

| SN | Name of Employer | Address | Post Held | From | | | To | | |
|----|------------------|---------|-----------|------|----|----|----|----|----|
| | | | | dd | mm | yy | dd | mm | yy |
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3. (b) Previous Employment (Part Time)

| SN | Name of Employer | Address | Post Held | FTE | From | | | To | | |
|----|------------------|---------|-----------|-----|------|----|----|----|----|----|
| | | | | | dd | mm | yy | dd | mm | yy |
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FTE: State % of Full Time Equivalent for part time employment

4. In not more than 100 words, please state your motivation for applying for this post at the FSC.

5. (a) Have you been the subject of an investigation/enquiry for any offence during the last 10 years?

Answer*:_____

If yes, indicate nature of offence and date of outcome.

(b) Have you ever been prosecuted before a court of law for any offence and subsequently found guilty during the last 10 years?

Answer*:_____

If yes, indicate nature of offence and date of outcome.

*state yes or no

6. Referees

| Please provide name and contact details of two referees | | | |
|---|--|------------|--|
| Referee 1 | | Referee 2 | |
| Name | | Name | |
| Occupation | | Occupation | |
| Address | | Address | |
| Phone No. | | Phone No. | |
| E-mail | | E-mail | |

7. Declaration

Important - PLEASE READ THE ADVERTISEMENT CAREFULLY: Incomplete, inadequate or inaccurate filling of the form may cause the applicant's elimination from consideration. It is an offense to give false information or to conceal any relevant information. This may lead to an application being rejected or, if a candidate has already been appointed, to the termination of his appointment.

I,, the undersigned applicant, declare that the particulars in this application are true and accurate and that I have not willfully suppressed any material fact.

Signature:

Date:

This Section of the application form should be printed, signed, scanned (PDF) and submitted by email

8. Guidance Notes for Applicants

These notes are intended to help you complete the Application Form. You should read them carefully as the decision to short-list for interview is based solely on information provided in the application.

- Missing information or incomplete applications are likely to result in the application being discarded.
- When completing your application, please ensure that you give priority to education and qualifications that are relevant to the job requirements.
- The soft copy of the filled application form should be submitted by email only as attachment on recruitment@fscmauriti.us
- The Declaration Section (page 8) of the application form should be printed, signed, scanned (PDF) and submitted by email as above.
- Submit scanned copies of all your qualifications along with evidence of work experience.
- Giving any false information in your Application Form will make your application unacceptable, or, if appointed, may lead to dismissal.

We wish to thank you for the interest shown in our Organisation. Only shortlisted candidates will be notified for interview. Relevant original certificates/ testimonials should be produced upon request.