



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 (Please Tick) Mr  Mrs  Miss   
(Block Letters)  
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	

Secondary A-Level						
Institution				Institution		
Year				Year		
Subject			Level	Grade	Subject	

Level — Principal, Subsidiary, Advanced Subsidiary

Qualifications – Certificate / Diploma						
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University/ Institution	Country	Qualification Acquired	Year (mm/yy)	Mode	Duration	
					From (mm/yy)	To (mm/yy)

Mode: F/T (Full Time), P/T (Part Time), D/L (Distance Learning)

Qualifications - Degree						
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University/ Institution	Country	Qualification Acquired	Year (mm/yy)	Mode	Duration	
					From (mm/yy)	To (mm/yy)

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)

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)

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)

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

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

**3. (b) Previous Employment (Part Time)**

SN	Name of Employer	Address	Post Held	FTE	From			To		
					dd	mm	yy	dd	mm	yy

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: .....

**Note: This page should be 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 candidates is based solely on information provided in the application form.

- The application form must be completed and forwarded by email ([recruitment@fscmauriti.us.org](mailto:recruitment@fscmauriti.us.org))
- The declaration section of the application form (Section 7), must be signed, scanned (PDF) and submitted by email
- 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.
- Qualifications claimed in the application form must have been completed at the time of the application.
- It is the responsibility of the candidates to provide supporting evidence from a competent authority ascertaining the equivalence of professional qualifications obtained.
- Birth certificate, school leaving certificate, examination certificates, testimonials or any other papers should not be sent with the Application Form unless specified otherwise, but these should be readily available and produced when requested.
- Giving any false information in your Application Form will lead to the rejection of your application, or, if appointed, may lead to dismissal.
- Only shortlisted candidates will be contacted.

We wish to thank you for the interest shown in the Commission.

FSC House, 54 Cybercity, Ebene 72201, Republic of Mauritius  
Tel: (230) 403 7000 Fax: (230) 467 7172  
E-mail: [fscmauriti.us@intnet.mu](mailto:fscmauriti.us@intnet.mu), Website: [www.fscmauriti.us.org](http://www.fscmauriti.us.org)