

Karnali Integrated Rural Development and Research Center (KIRDARC) Nepal

Job Application Form

Only CV/Resume without this Application Form will be disqualified

Position applied for:

1. PERSONAL DETAILS

Full Name:	
Date of Birth: <i>Day, Month, Year (AD)</i>	
Gender:	
Citizenship No:	
PAN No:	
Contact numbers:	
Email Address :	
Marital status:	
Nationality:	
Permanent Address:	
Temporary Address :	

2. EDUCATION

Qualifications obtained: Please disclose the higher level first

Dates (Start date – End Date)	University/Institution	Qualification	Specialization (Main Subjects)

(You can insert the row as needed)

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3. EMPLOYMENT HISTORY

Latest experience first

Name of Employer (Organization)	Exact Title of your Position	Work Duration Date		Location	Reason for leaving
		From	To		

Your main Job responsibilities (precisely in points):

Please use the each table for each organization/ position, you can insert more table if needed

Name of Employer (Organization)	Exact Title of your Position	Work Duration Date		Location	Reason for leaving
		From	To		

Your main Job responsibilities (precisely in points):

Please use the each table for each organization/ position, you can insert more table if needed

Name of Employer (Organization)	Exact Title of your Position	Work Duration Date		Location	Reason for leaving
		From	To		

Your main Job responsibilities (precisely in points):

Please use the each table for each organization/ position, you can insert more table if needed

(You can insert the box as needed)

4. Training and workshop

Please disclose only relevant training and participated workshop to the position

Duration	Name of Training/Workshop which you have evidence to share at interview	Organized by

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(You can insert the row as needed)

5. Other Skills and Languages

Relevant skills that is directly applicable to the applied position

Skill (For example-language: Written and/or Spoken Computer application , Facilitation skills, others)	Competency

(You can insert the row as needed)

6. SALARY EXPECTATION

6.1. Salary Expectation (NRP) – **Monthly Gross Salary**

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7. Please explain why you are outstanding candidate for the position? (Below 200 words)

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8. REFERENCES

Professional reference

(2 professional references including your current or most recent employer)

Reference 1

Name:	
Designation / Organization :	
Professional relation :	
Address:	
Telephone Number:	
Email Address:	

Reference 2

Name:	
Designation / Organization :	
Professional relation :	
Address:	
Telephone Number:	
Email Address:	