



Application Form for Employment

Only CV/resume without this form will be disqualified

All candidates for employment by Heifer International will be considered without regard to race, age, religion, disability or gender.

Date:

Position applied for:

Referral Source:

☐ Advertisement (Paper based)

☐ online job portal

☐ Others

If so, which Source?

Personal Data

First Name(s) :	Last Name/Surname:
Maiden name (if any):	
Date of Birth:	Place of Birth (City, Country):
Optional :	
Sex <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other	
Marital status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced/ Separated	
Permanent Address:	Correspondence Address (if different) :
Phone Number: 977-01-4373294	
Mobile Number:	
Email Address	

1. Name of Employer:	Employment dates: From _____ Month Year To _____ Month Year Average hours worked <u>per week</u> _____ Salary: (per
Business phone number:	
Complete mailing address :	
Supervisor's Name:	



Your job title:	month) Rs. Lowest Highest
Brief Description of Your job duties (be specific) :	
Reason for leaving:	
2. Name of Employer:	Employment dates: From Month Year To Month Year Average hours worked per week _____ Salary: (per month) _____
Business phone number:	
Complete mailing address	
Supervisor's Name:	
Your job title:	
Brief Description of Your job duties (be specific) :	
Reason for leaving:	
3. Name of Employer:	Employment dates: From Month Year To Month Year Average hours worked per week _____ Salary: (per month) Rs. Lowest Highest
Business phone number:	
Complete mailing address :	
Supervisor's Name:	
Your job title:	
Brief Description of Your job duties (be specific) :	
Reason for leaving:	
4. Name of Employer:	Employment dates: From Month Year To Month Year Average hours
Business phone number:	
Complete mailing address	



Supervisor's Name:	worked per week _____ Salary: (per month)
Your job title:	
Brief Description of Your job duties (be specific) :	
Reason for leaving:	

Please feel free to add more columns if you have more experience to be stated.

Other Skills

Languages (Please indicate level of proficiency: Beginner, Intermediate, Advanced:)

Language	Proficiency

List any other skills relative to the job(s) for which you are applying:

References

Please list three (3) persons not related to you, who have knowledge of your work qualifications and can serve as a reference for you.

Name/Title of Reference:	Name of Reference:
Relationship with the reference (current employer):	
Contact Address:	Contact Address:



Phone Number:	Phone Number:
Email Address:	Email Address:
Name/Title of Reference:	Name of Reference:
Contact Address:	Contact Address:
Phone Number:	Phone Number:
Email Address:	Email Address:

Applicant's Consent

I certify that the answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

I understand that Heifer International will make a thorough review of my entire work history, verify all data given in my application, related papers or oral interviews as well as conduct a criminal background check. I authorize such investigation and the giving and receiving of any information requested by Heifer International. I release from liability any person giving or receiving such information.

I have read and understand the above.

Name

Date

Heifer International considers applicants for all positions without regard to race, age, religion, color, creed, sex, or disability.

Send application to
hr.nepal@heifer.org