



CENTRAL BANK OF SOLOMON ISLANDS

RECRUITMENT APPLICATION FORM

POSITION DETAILS				
VACANCY REFERENCE NO.	03/2016			
POSITION TITLE:	ASSET REGISTER OFFICER			
DEPARTMENT:	FINANCE & ACCOUNTS			
UNIT:				
GRADE:	2.4			
BASE SALARY RANGE:	\$49,238.00-\$70,779.00 PER ANNUM			
INSTRUCTIONS:	<i>This application form is to be completed by all interested candidates for this position. It is expected that you provide all precise and necessary details required in this form. Failure to fully complete this form can disqualify your application from further consideration.</i>			
PERSONAL DETAILS				
MR/MRS/MS/MISS				
FIRST NAME:				
MIDDLE NAME:				
SURNAME:				
GENDER:				
DATE OF BIRTH:				
HOME VILLAGE & PROVINCE:				
RELIGION:				
MARITAL STATUS:				
NAMES OF LEGAL DEPENDENTS:	NAMES	RELATIONSHIP	DATE OF BIRTH	AGE
CONTACT DETAILS				
CURRENT POSTAL ADDRESS:				
CURRENT RESIDENTIAL ADDRESS:				
TELEPHONE CONTACT:	DETAILS	NUMBERS		
	WORK:			
	HOME:			
	MOBILE:			
EMAIL ADDRESS:				

OTHER INFORMATION				
NEW GRADUATE: (Please tick)	YES	<input type="checkbox"/>		
	NO	<input type="checkbox"/>		
IF YES, NAME OF INSTITUTION:				
HIGHEST QUALIFICATION: (Please tick)	QUALIFICATION		YEAR ATTAINED	INSTITUTION
	PhD	<input type="checkbox"/>		
	Masters	<input type="checkbox"/>		
	Bachelors	<input type="checkbox"/>		
	Diplomas	<input type="checkbox"/>		
	Certificates	<input type="checkbox"/>		
Others				
DETAILS OF OTHER QUALIFICATIONS:				
CURRENT EMPLOYMENT:	YES	<input type="checkbox"/>		
	NO	<input type="checkbox"/>		
IF ANSWER TO ABOVE IS NO THEN EXPLAIN WHAT YOU ARE CURRENTLY DOING.				
CURRENT EMPLOYER:				
PERIOD OF EMPLOYMENT:				
CURRENT POSITION TITLE:				
CURRENT GRADE/LEVEL:				
CURRENT BASE SALARY:				
REASON FOR APPLICATION:				

APPLICATION CHECKLIST DETAILS			TICK	
<i>Please check that the following documents are attached to this application form.</i>			Yes	No
1.	A cover letter		<input type="checkbox"/>	<input type="checkbox"/>
2.	Resume or Curriculum Vitae		<input type="checkbox"/>	<input type="checkbox"/>
3.	Two copies of reference letters		<input type="checkbox"/>	<input type="checkbox"/>
4.	Certified copies of academic qualifications and transcripts.		<input type="checkbox"/>	<input type="checkbox"/>
Any other Comments:				

I certify that the information provided above is true to the best of my knowledge. I also understand that I will only be contacted if my application is short-listed for further consideration.	
Signature: (Type name if submitting electronically)	Date: