



**CENTRAL BANK OF SOLOMON ISLANDS**  
**RECRUITMENT APPLICATION FORM**

| POSITION DETAILS                                                                                                                                                                                                                                                                                                 |         |              |               |     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|--------------|---------------|-----|
| VACANCY REFERENCE NO.                                                                                                                                                                                                                                                                                            |         |              |               |     |
| POSITION TITLE:                                                                                                                                                                                                                                                                                                  |         |              |               |     |
| DEPARTMENT:                                                                                                                                                                                                                                                                                                      |         |              |               |     |
| UNIT:                                                                                                                                                                                                                                                                                                            |         |              |               |     |
| LEVEL:                                                                                                                                                                                                                                                                                                           |         |              |               |     |
| BASE SALARY RANGE:                                                                                                                                                                                                                                                                                               |         |              |               |     |
| <b>INSTRUCTIONS:</b><br><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 |
|                                                                                                                                                                                                                                                                                                                  |         |              |               |     |
|                                                                                                                                                                                                                                                                                                                  |         |              |               |     |
|                                                                                                                                                                                                                                                                                                                  |         |              |               |     |
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|                                                                                                                                                                                                                                                                                                                  |         |              |               |     |
|                                                                                                                                                                                                                                                                                                                  |         |              |               |     |
| CONTACT DETAILS                                                                                                                                                                                                                                                                                                  |         |              |               |     |
| CURRENT POSTAL ADDRESS:                                                                                                                                                                                                                                                                                          |         |              |               |     |
| CURRENT RESIDENTIAL ADDRESS:                                                                                                                                                                                                                                                                                     |         |              |               |     |
| EMAIL ADDRESS:                                                                                                                                                                                                                                                                                                   |         |              |               |     |
| TELEPHONE CONTACT:                                                                                                                                                                                                                                                                                               | WORK:   |              |               |     |
|                                                                                                                                                                                                                                                                                                                  | HOME:   |              |               |     |
|                                                                                                                                                                                                                                                                                                                  | MOBILE: |              |               |     |
| OTHER INFORMATION                                                                                                                                                                                                                                                                                                |         |              |               |     |

|                                                                                         |                      |  |              |                      |                    |           |
|-----------------------------------------------------------------------------------------|----------------------|--|--------------|----------------------|--------------------|-----------|
| <b>HIGHEST QUALIFICATION:</b><br>(Please tick)                                          | <b>QUALIFICATION</b> |  | <b>FIELD</b> | <b>YEAR ATTAINED</b> | <b>INSTITUTION</b> |           |
|                                                                                         | PhD                  |  |              |                      |                    |           |
|                                                                                         | Masters              |  |              |                      |                    |           |
|                                                                                         | Bachelors            |  |              |                      |                    |           |
|                                                                                         | Diplomas             |  |              |                      |                    |           |
|                                                                                         | Certificates         |  |              |                      |                    |           |
|                                                                                         | Others               |  |              |                      |                    |           |
| <b>DETAILS OF OTHER QUALIFICATIONS:</b>                                                 |                      |  |              |                      |                    |           |
| <b>CURRENT EMPLOYMENT:</b>                                                              | YES                  |  |              |                      |                    |           |
|                                                                                         | NO                   |  |              |                      |                    |           |
| <b>IF ANSWER TO ABOVE IS NO THEN EXPLAIN WHAT YOU ARE CURRENTLY DOING.</b>              |                      |  |              |                      |                    |           |
| <b>CURRENT EMPLOYER:</b>                                                                |                      |  |              |                      |                    |           |
| <b>PERIOD OF EMPLOYMENT:</b>                                                            |                      |  |              |                      |                    |           |
| <b>CURRENT POSITION TITLE:</b>                                                          |                      |  |              |                      |                    |           |
| <b>CURRENT GRADE/LEVEL:</b>                                                             |                      |  |              |                      |                    |           |
| <b>CURRENT BASE SALARY:</b>                                                             |                      |  |              |                      |                    |           |
| <b>REASON FOR APPLICATION:</b>                                                          |                      |  |              |                      |                    |           |
| <b>DO YOU HAVE ANY IMMEDIATE FAMILY MEMBERS CURRENTLY EMPLOYED at CBSI:</b>             | YES                  |  |              |                      |                    |           |
|                                                                                         | NO                   |  |              |                      |                    |           |
| <b>IF YES, PLEASE PROVIDE NAMES:</b>                                                    |                      |  |              |                      |                    |           |
| <b>APPLICATION CHECKLIST DETAILS</b>                                                    |                      |  |              |                      | <b>TICK</b>        |           |
| <i>Please check that the following documents are attached to this application form.</i> |                      |  |              |                      | <b>Yes</b>         | <b>No</b> |
| 1. A cover letter                                                                       |                      |  |              |                      | ✓                  |           |
| 2. Resume or Curriculum Vitae                                                           |                      |  |              |                      | ✓                  |           |
| 3. Two copies of reference letters                                                      |                      |  |              |                      | ✓                  |           |
| 4. Certified copies of academic qualifications and transcripts.                         |                      |  |              |                      | ✓                  |           |
| 5. Completed CBSI Recruitment Application form (This form)                              |                      |  |              |                      | ✓                  |           |
| <b>Any other Comments:</b>                                                              |                      |  |              |                      |                    |           |

|                                                                                                                                                                                                 |              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| 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. |              |
| <b>Signature:</b><br>(Type name if submitting electronically)                                                                                                                                   | <b>Date:</b> |

