

INGQUZA HILL LOCAL MUNICIPALITY

130 Main Street
PO Box 14
Flagstaff
4810
Eastern Cape



INGQUZA HILL
LOCAL MUNICIPALITY

66 Main Street
PO Box 7
Lusikisiki
4820
Eastern Cape

Tel: (039) 252 0131/61
Fax: (039) 252 0699

Tel: (039) 253 1568/1096
Fax: (039) 253 1234

APPLICATION FOR EMPLOYMENT

TERMS AND CONDITIONS

1. The application form is designed to assist Ingquza Hill Local Municipality to select suitable candidates for any advertised position
2. This form must be completed in full, accurately and legible. All substantial information relevant to a candidate must be provided in this form. Any additional information must be provided in a CV.
3. Additional information may be requested to shortlisted candidates to assist the municipality
4. All information received will be treated with confidentiality and will not be used for any other purpose other than to assist the municipality with recruitment and selection and appointment of Directors (Senior Managers) in terms of Local Government: Municipal Systems Amendment Act No. 7 of 2011 and Regulations Gazette No. 37245 of 2014.

A. DETAILS OF THE ADVERTISED POST (as reflected in the advert)

Position for which you are applying for (as advertised)	
Reference Number	
Name of the Municipality	
Notice of service period	

B. PERSONAL DETAILS

Surname			
First Names			
ID NO. or Passport Number			
Race	African	Coloured	Indian White
Gender	Female	Male	
Do you have Disability?			
If yes Elaborate			


Do you hold any political office in a political party, whether in a permanent, temporal or acting capacity? If yes please provide information below

Political Party	Position	Expiry date / /
Do you hold any professional membership with any professional body? If yes provide information No		
Professional Body	Membership Number	Expiry date / /

C. CONTACT DETAILS

Preferred language for correspondence	
Telephone during office hours	

Preferred method correspondence (Mark with an X)	Post	Email	Fax			
Correspondence contact details (in terms of the above)						
D. QUALIFICATION (additional information must be provided in your CV)						
Name of attended/ Technical College	Highest Qualification obtained		Year Obtained			
Name of Tertiary Institution	Name of Qualification		Year Obtained			
E. WORK EXPERIENCE (additional information must be provided in your CV)						
Employer (starting with current or most recent)	Position	From		To		Reasons for leaving
		MM	YY	MM	YY	
F. DISCIPLINARY RECORD						
Have you ever been dismissed for misconduct after July 2011?				Yes		No
If yes, Name of the institution						
Type of misconduct / Transgression						
Date of resignation/ Disciplinary hearing finalized						
Award/ Sanction						
Did you ever resign from or on or after July 2011 pending the finalization of the of the disciplinary proceeding if yes provide a details on a separate sheet						
Yes		NO				
G. CRIMINAL RECORD						
Were you ever convicted of criminal offence involving financial misconduct, fraud or corruption on or after July 2011? If Yes, provide detail on a separate sheet				Yes		No.
If yes, type of criminal act						
Date of criminal case finalized						
Outcomes/ Judgement						

H. REFERENCE			
Name of reference			
I, DECLARATION			
			
<p>I, hereby declare that all information provided in this application and any attachment in support thereof, is to the best of my knowledge true and correct. I understand that any misrepresentation or failure to disclose any information may lead to my disqualification or termination of my employment contract if appointed.</p>			
Signature:		Date:	

UPHHLISO LWA

Email: info@ihlm.gov.za | Website: www.ihlm.gov.za