



Singapore Shipping Corporation Limited

200 Cantonment Road #09-01 Southpoint Singapore 089763
HR Dept - Tel : 6236 6146 / 6145 Fax : 6236 6251
Email Address : hr@singaporeshipping.com.sg
Website : www.singaporeshipping.com.sg
Main Line : (65) 6220 4906

(CONFIDENTIAL)

APPLICATION FOR EMPLOYMENT	
POST APPLIED FOR _____	AFFIX RECENT PHOTOGRAPH
NAME _____	
DATE _____	

I. PERSONAL PARTICULARS

FULL NAME : MR / MISS / MS		
EMAIL ADDRESS :		
RESIDENTIAL ADDRESS :		
SINGAPORE ()		
HOME TEL :	OFFICE TEL :	MOBILE :
NRIC NO. / PASSPORT NO:	SEX:	SALARY EXPECTED: S\$
DATE OF BIRTH:	AGE AT LAST BIRTHDAY:	AVAILABILITY:
MARITAL STATUS:	HEIGHT:	RACE:
NATIONALITY :	WEIGHT:	RELIGION:

II. NATIONAL SERVICE LIABILITY

DATE OF ENLISTMENT:	OPERATIONAL READY NS DATE :
LAST RANK HELD:	PRESENT LIABILITY : RESERVIST/EXEMPTED

III. EDUCATION / TRAINING

NAME OF SCHOOL / COLLEGE / UNIVERSITY	YEAR		QUALIFICATIONS OBTAINED
	FROM	TO	
SECONDARY			
COLLEGE			
UNIVERSITY			
OTHERS			
COURSE CURRENTLY PURSUING & EXPECTED DATE OF COMPLETION :			
KNOWLEDGE OF SOFTWARE PACKAGE :			
KNOWLEDGE OF LANGUAGES & DIALECTS		SPOKEN	WRITTEN

IV. FAMILY BACKGROUND (PARENTS, SPOUSE, CHILDREN, BROTHERS & SISTERS)

NAME	RELATIONSHIP	AGE	OCCUPATION/COMPANY	CONTACT TEL NO.

V. EMPLOYMENT HISTORY

(Please complete in chronological order, starting with present employer. Attach copies of testimonial, if any)

1	COMPANY:	ADDRESS:	
		TEL NO. :	
	POSITION:	EMPLOYED FROM:	TO:
	NATURE OF DUTIES & RESPONSIBILITIES:	SALARY INITIAL \$:	LAST DRAWN \$:
		REASONS FOR LEAVING:	
REMARKS: (E.g. Bonus, working hour, benefits)			

2	COMPANY:	ADDRESS:	
		TEL NO. :	
	POSITION:	EMPLOYED FROM:	TO:
	NATURE OF DUTIES & RESPONSIBILITIES:	SALARY INITIAL \$:	LAST DRAWN \$:
		REASONS FOR LEAVING:	
REMARKS: (E.g. Bonus, working hour, benefits)			

3	COMPANY:	ADDRESS:	
		TEL NO. :	
	POSITION:	EMPLOYED FROM:	TO:
	NATURE OF DUTIES & RESPONSIBILITIES:	SALARY INITIAL \$:	LAST DRAWN \$:
		REASONS FOR LEAVING:	
REMARKS: (E.g. Bonus, working hour, benefits)			

4	COMPANY:	ADDRESS:	
		TEL NO. :	
	POSITION:	EMPLOYED FROM:	TO:
	NATURE OF DUTIES & RESPONSIBILITIES:	SALARY INITIAL \$:	LAST DRAWN \$:
		REASONS FOR LEAVING:	
REMARKS: (E.g. Bonus, working hour, benefits)			

If insufficient space, please continue on a separate sheet and attach it to this application.

- If not applicable, write N.A.

VI. MEDICAL INFORMATION

DO YOU NOW, OR HAVE YOU BEEN BOTHERED WITH :

BACKACHE? _____ HIGH BLOOD PRESSURE? _____ CONVULSIONS? _____

EPILEPSY? _____ HEART TROUBLE? _____ LUNG TROUBLE? _____

DIABETES? _____ FAINTING SPELLS? _____ CHRONIC HEADACHE? _____

HAVE YOU HAD AN OPERATION OR BEEN TREATED FOR ANY ILLNESS DURING THE PAST 10 YEARS?

IF YES, GIVE DETAILS: _____

PLEASE STATE OTHER PHYSICAL AND / OR MENTAL DISABILITIES OR SERIOUS ILLNESS SUFFERED: _____

VII. OTHER INFORMATION

DO YOU POSSESS A VALID DRIVING LICENCE? _____ CLASS _____ VALIDITY: _____

DO YOU OWN A VEHICLE? (E.G. MOTORCYCLE OR CAR) _____

HAVE YOUR LICENCE EVER BEEN SUSPENDED / CANCELLED?

DO YOU HAVE ANY RELATIVE(S) WORKING IN SINGAPORE SHIPPING CORPORATION LIMITED GROUP OF COMPANIES? IF YES, PLEASE PROVIDE DETAILS OF NAME, POSITION & RELATIONSHIP.

HAVE YOU PREVIOUSLY APPLIED FOR EMPLOYMENT WITH SINGAPORE SHIPPING CORPORATION LIMITED GROUP OF COMPANIES? IF YES, PLEASE GIVE DETAILS.

HAVE YOU EVER BEEN A BANKRUPT? IF YES, PLEASE GIVE DETAILS.

CHARACTER REFEREES : NAME AT LEAST TWO PERSONS (NOT RELATIVES). PREFERABLY THOSE ACQUAINTED WITH YOUR WORK HISTORY E.G. SUPERIORS IN PREVIOUS EMPLOYMENT.

NAME	OCCUPATION / COMPANY	CONTACT TEL NO.	YEARS KNOWN	PAST ASSOCIATION

ADDITIONAL INFORMATION (PLEASE WRITE HERE ANY FURTHER INFORMATION IN SUPPORT OF YOUR APPLICATION)

I CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. IF EMPLOYED, THIS APPLICATION SHALL CONSTITUTE AN INTEGRAL PART OF ANY CONTRACT OR SERVICE BETWEEN MYSELF AND THE COMPANY. IF THE INFORMATION GIVEN IS FALSE, EVASIVE OR MISLEADING, THE COMPANY SHALL HAVE THE RIGHT TO DISMISS ME WITHOUT PRIOR NOTICE. I ALSO AUTHORISE ANY INVESTIGATION OF THE ABOVE INFORMATION FOR THE PURPOSE OF VERIFICATION.

SIGNATURE OF APPLICANT

VIII. INTERVIEWER'S COMMENTS

NAME & SIGNATURE OF INTERVIEWER