



MOOSIC
587 Bukit Timah Road,
#02-42,
Coronation Shopping Plaza
Singapore 269707

Tel: 6314 4139
Fax: 3125 7255
Website: <http://www.moosic.com.sg>

JOB APPLICATION FORM

This form may take you about 20 minutes to fill in.

You will need the following information to fill in the form:

- Applicant and family members' personal particulars
- National Service, Educational Qualifications, Examination Results, Employment History, Expected Salary, Character Referees

Please complete the Application Form and bring along a copy of the following supporting documents, if you are shortlisted for an interview.

- NRIC/Birth Certificate**
- Citizenship or Naturalisation Certificate/ (if any)**
- GCE A & O level Certificates**
- University Scroll/University Results/Transcripts (For University Graduate)**
- Diploma Certificate/Diploma Results/Transcripts (For Diploma Graduate)**
- Certificate of Conduct (NS)/ (if any)**
- Testimonials from former employer (if you were previously employed)**
- A recent coloured passport size photograph (non-returnable)**
- Payslip or IR8A/IR8E (latest) if you are currently working**

All attachments must bear your name.

Please note:

1. Applications that are not properly completed or illegible may not be considered.
2. Any false particulars given or wilful suppression of material facts by applicants will disqualify them for appointment, and if appointed, to immediate dismissal and/or appropriate legal proceedings.
3. Moosic does not enter into correspondence with regard to the reasons for selection of applicants.
4. The application form must be completed in accordance with the instructions on this form.

(A) POST(S) APPLIED FOR:

1) _____ 2) _____

Date of Advertisement: _____ Source: * Press/Moosic Career Website/JobsDB/Monster/JobFactory/

Others _____ (Please specify)

Are you prepared to consider posts other than those you have listed above? Yes/No*

*Delete as appropriate

(B) PERSONAL PARTICULARS

Full Name

(As stated in NRIC)*Dr/Mr/Mrs/Miss/Mdm:

Residential
Address :_____

Postal Code: _____

Home Tel : _____

Office Tel : _____

Handphone : _____

Email Address : _____

NRIC No : _____ * (Pink/Blue)

Passport No : _____ (For non-citizen only)

Singapore Permanent Resident: * Yes/No

Date Granted Status: _____

Entry Permit No: _____ (PI provide Copy of Certificate)

Present Citizenship: _____

Previous Citizenship (if any): _____

(C) PARTICULARS OF SPOUSE/FAMILY MEMBERS

Name	Relationship	ID No.	Citizenship	Occupation	Employer
Address:					
Address:					
Address:					

(D) NATIONAL SERVICE (MALE SINGAPORE CITIZENS ONLY)

Date of Enlistment	Operationally-Ready Date	Rank	Organisation: SAF/SPF/SCDF	PES Grading
If you have not served NS, please state reason:				

(E) LANGUAGE PROFICIENCY

Language/Dialect	Proficiency (Written & Spoken/Spoken only)

(F) EDUCATIONAL QUALIFICATIONS

Name of School - Primary/Secondary/ College/Polytechnic/ University Attended	Country	Duration of Course		Highest Academic Qualifications Attained
		From (DDMMYY)	To (DDMMYY)	(For University graduate, please indicate Class of Honours : 1st Class, 2nd Upper, 2nd Lower, 3rd Class, Pass with Merit or Pass Degree)

Did you obtain your degree through distance learning/as an external student? * Yes / No.
If Yes, please provide details _____

(G) EXAMINATION RESULTS

(i) RESULTS OF GCE 'N'/O' AND 'A' LEVEL/POLYTECHNIC DIPLOMA EXAMS OR EQUIVALENT [Please attach results (where applicable)]
(ii) LATEST/FINAL YEAR BACHELOR DEGREE RESULTS OR EQUIVALENT [Please attach results (where applicable)]

(H) ACADEMIC SCHOLARSHIPS & AWARDS

From (date)	To (date)	Name of Scholarships/Awards (including PSC awards)	Bonded From (year)	Bonded To (year)

(I) PROFESSIONAL QUALIFICATIONS AND MEMBERSHIPS/OTHER EDUCATIONAL CERTIFICATES OR TRAINING UNDERTAKEN/OTHER AWARDS, MEDALS & PRIZES

Year	Description

(J) MUSICAL BACKGROUND & QUALIFICATIONS

Year	Description

(K) PREVIOUS & PRESENT EMPLOYMENT IN REVERSE CHRONOLOGICAL ORDER (Please attach testimonials where available

and indicate no-pay leave period if duration is ≥ 1 month. Please exclude casual/part-time employment. The information below will be used for computation of salaries, if you are selected for the position.)

From (DDMMYY)	To (DDMMYY)	Company Name & Address	Designation	Nature of Job	Reason for leaving

(L) LAST/CURRENT AND EXPECTED SALARY

Monthly Salary (gross) of * Last/Current Job: _____

Expected Monthly Salary : _____

Earliest Date available if offered appointment: _____

(M) ADDITIONAL INFORMATION (Please include any other information which supports your application e.g. skills, abilities and Strengths)**(N) CHARACTER REFEREES**

Please provide particulars of two persons who are not related to you. They should be responsible persons who know you well with regard to your character and work performance. Both referees should be gainfully employed. NEA may contact either or both of the referees stated.

Name	Tel No.	Name	Tel No.
Address	E-mail Address	Address	E-mail Address
Designation/Company	Years Known	Designation/Company	Years Known

(O) PLEASE ANSWER THE FOLLOWING QUESTIONS BY DELETING "YES" OR "NO" AS APPROPRIATE. FOR ANY "YES" ANSWERS, PLEASE PROVIDE DOCUMENTARY EVIDENCE

1. Have you ever suffered, or are suffering from any medical condition, illness, disease, mental illness or physical impairment?	*Yes/No
2. Do you smoke?	*Yes/No
3a. Do you have a criminal record ¹ in Singapore?	*Yes/No
b. Have you ever been convicted in a court of law in any other country (excluding parking offences or criminal records disclosed above) ?	*Yes/No
4. Have you been charged with any offence in a court of law in Singapore or in any other country for which the outcome is pending (excluding parking offences)?	*Yes/No
5. Are you aware of being under any current police investigations in Singapore or in any other country following allegations made against you?	*Yes/No
3. Have you been or are you under any financial situation/embarrassment i.e. (a) an undischarged bankrupt, (b) a judgement debtor, (c) have unsecured debts and liabilities of more than 3 months of last-drawn pay, (d) have signed a promissory note or an acknowledgement of indebtedness?	*Yes/No
4. Have you been in the employment of the Singapore Civil Service or other Statutory Board before? If yes, please complete Questions 7 and 8 below.	*Yes/No
5. Which Ministry/Department or Statutory Board were you last with before you left the Singapore Civil Service? _____	
6. Why did you leave the employment of the Singapore Civil Service or other Statutory Board? <input type="checkbox"/> Normal resignation <input type="checkbox"/> Resignation (SRS) <input type="checkbox"/> Resignation (SGS) <input type="checkbox"/> Retirement (on reaching statutory retirement age) <input type="checkbox"/> Retirement (early/optional retirement) <input type="checkbox"/> Dismissal, discharge, asked to resign or subject to disciplinary action of any kind or termination of service Other grounds (please specify) _____	
7. Have you ever been dismissed, asked to resign, or subject to disciplinary action of any kind while in the service of any other organisation besides Singapore Civil Service or other Statutory Board?	*Yes/No
8. Have you ever broken any bond (e.g. bonds associated with scholarships or training awards)?	*Yes/No
9. Did you ever leave an employer without serving out your period of moral obligatory service (e.g. resulting from no-pay leave taken or training)?	*Yes/No

If your answer was "Yes" to any of the questions above, please give details

(P) DECLARATION

(1) I give my consent for the relevant Government authorities/Statutory Boards to obtain and verify from or with any source, as you deem appropriate for the assessment of my application for employment.

(2) I declare that the particulars given by me in this application for employment and the attached sheets are true to the best of my knowledge and belief, and I have not wilfully suppressed any material fact. I accept that if any of the information given by me in this application is any way false or incorrect, I shall be disqualified from employment or dismissed from service.

Signature of Applicant _____

Date _____

¹ By this, we refer only to a criminal record of a conviction under the Registration of Criminals Act. *Delete, as appropriate