

## CRESTAR EDUCATION GROUP PTE LTD

### JOB APPLICATION FORM

**PRIVATE & CONFIDENTIAL**



Crestar Education Group Pte Ltd



NurtureStars Pte Ltd



Kinderland Educare Services Pte Ltd



Skool4Kidz Pte Ltd



KLC International Institute Pte Ltd



ELFA Children's Place



The Grange Institution



The Grange International Preschool

Please attach a recent passport size photograph

**INSTRUCTIONS**

- 1 This form has been designed to provide us with the basic information for easy processing of your application for employment with us. It also serves as our personal record should you be employed.
- 2 All relevant parts of this application form must be completed .
- 3 Crestar Education Group reserves the right to terminate the employment of the applicant if any of the particulars supplied by the applicant in this application form is found to be untrue after engagement.

Post Applied for: \_\_\_\_\_ (Full time / Part time)

Position Responded Through:

Newspaper Advertisement       Jobs Portal       CEG's website  
 Recruitment Agency       Others (Please specify) \_\_\_\_\_  
 Referral

**PERSONAL PARTICULARS**

Name (as in NRIC, please underline surname): \_\_\_\_\_

Address and Contact Telephone Number in Singapore

Street Name: \_\_\_\_\_

Telephone No : \_\_\_\_\_ (Mobile)

E-mail Address: \_\_\_\_\_

**NATIONAL SERVICE (if applicable)**

NS Status : Active / Inactive

If exempted, state reason :

**EDUCATIONAL PROFILE**

Qualification	Institution / Country	Year Commenced	Year Completed	Part Time/ Full Time

**OTHER COURSES CURRENTLY PURSUING**

From (mm/vv)	Expected Date of Completion (mm/vv)	Name of Course*	Institution

**SCHOLARSHIPS / AWARDS**

Year Of Award	Description

**BONDS**

Type of Bond	From (Month/Year)	To (Month/Year)

**COMPUTER SKILLS - Please indicate the software you are competent in:**

Software Name	Excellent	Good	Average

**EMPLOYMENT - Please attach a copy of the latest payslip**

<b>Current Employment</b>	Employer: _____
	From: _____ To: _____ Designation: _____
	Basic Salary: _____ Allowances: _____ Bonus (Mths) _____
	Reason for Leaving: _____
<b>Previous Employment</b>	Employer: _____
	From: _____ To: _____ Designation: _____
	Basic Salary: _____ Allowances: _____ Bonus (Mths) _____
	Reason for Leaving: _____
	Employer: _____
	From: _____ To: _____ Designation: _____
	Basic Salary: _____ Allowances: _____ Bonus (Mths) _____
	Reason for Leaving: _____
	Employer: _____
	From: _____ To: _____ Designation: _____
	Basic Salary: _____ Allowances: _____ Bonus (Mths) _____
	Reason for Leaving: _____

**LANGUAGE PROFILE - Please circle Good (G), Fair (F) or Poor (P)**

Language	Spoken	Written	Language	Spoken	Written
English	G / F / P	G / F / P	Malay	G / F / P	G / F / P
Mandarin	G / F / P	G / F / P	Tamil	G / F / P	G / F / P
Others (please specify)					
1. _____	G / F / P	G / F / P	2. _____	G / F / P	G / F / P

**REFERENCES (Please give 2 persons (not relatives) whom reference may be made)**

Name	Address	Telephone	Occupation

**EXPECTED SALARY & EARLIEST START DATE**

Expected Monthly Salary:	Notice Period:
Earliest Commencement Date:	

**ADDITIONAL INFORMATION**

1 Have you any objection to reference being made to your present / previous employer?	Yes / No
2 Have you been or are you suffering from any disease / illness / major medical condition / mental disorder or physical impairment?	Yes / No
3 Have you been discharged, dismissed or suspended from employment?	Yes / No
4 Have you been convicted in a court of law in any country?	Yes / No
5 Are you an undischarged bankrupt?	Yes / No
6 Do you have any share in any business undertaking other than that in a public-listed company?	Yes / No
7 Are you holding a directorship or other appointment in any company?	Yes / No
8 Have you applied for any appointment in the Crestar Education Group before?	Yes / No
9 Are you introduced by any staff from our Group of Companies for the job?	Yes / No

If your answer to any of the above is yes, please give details in the space provided.

**DECLARATION**

- \* I declare that all information given herein are true and correct.
- \* I understand that a misrepresentation or omission of facts will be sufficient cause for cancellation of consideration for employment or dismissal from the Company's service if I have been employed.
- \* I have read, consent and agree to the collection, use and disclosure of my personal data for the purpose listed and in accordance with the terms as set out in the privacy policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date