DNA LEARNING CENTER NIGERIA

STAFF APPLICATION FORM

TO FILLED BY ALL PERSONS

SEEKING EMPLOYMENT

BY THE

DNA LEARNING CENTER NIGERIA

Revised
November 1st, 2020

Requirements for Employment

- This staff application form
- An application letter
- 2 recent passport photograph's
- A Copy of your CV
- Copies of Certificates listed in your CV
- One recommendation letter - Guarantor
- National ID Card - A copy of one of –
(Driver's License, International Passport or Voters Card [to be used to make your ID Card])

DNA LEARNING CENTER NIGERIA
DNALC Nigeria Employment Directorate
DNALC NIGERIA STAFF APPLICATION FORM

Personal Information

Name of Applicant:_____
(Surname first)   *(First name, Other names, initials)*

Date of Birth:_____

Current Address: _____
_____

Phone Number: (___)_____Email Address: _____

Have you ever applied to / worked DNALC NG before? [ ] Y or [ ] N_____

Position and Availability

Position Applying For: _____Desired Salary: ₦_____

Are you applying for:_____
(Permanent, part-time, internship or volunteer work?)

Education, Training and Experience
Highest level of Academic training:_____
Degree or Diploma Earned: _____
Number of years completed: _____Did you graduate yet? [ ] Y or [ ] N_____
Name of Supervisor:_____ Tel:_____

Additional relevant training:_____
Diploma or Certificate Earned:_____
Number of years completed: _____Did you finish yet? [ ] Y or [ ] N_____
Name of Supervisor:_____

Employment History
Are you currently employed? [ ] Y or [ ] N (why?)_____

If you are currently employed, may we contact your current employer? [ ] Y or [ ] N _____

Name and Address of Employer:_____
_____
Name of Supervisor: _____Tel:_____

Certification
I certify that the information contained in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment if I am hired. I authorize the verification of any and all information listed above.

Signature: _____ Date: _____