

GIZ-Afghanistan

Job Application Form

Please fill in and answer all the required sections carefully and completely and send it to us along with your CV. If you need more space, please attach additional pages.

A. Position Applied For:

1. Position Title:	2. Vacancy Number:
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B. Personal Information:

1. First Name:	2. Last Name:	
3. Age:	4. Gender: Choose an item.	
5. Place of Birth:	6. Passport/Tazkera #:	
7. Phone Numbers:	8. Email ID:	
9. Applicant's Address (in Detail):		
House #:	Street #:	Village:
District:	Province:	Country:

C. Education: Please give full details in chronological order and start with the most recent education background.

Degree/Qualifications Obtained	Name of University/School	Location	Duration		Completed	
			From	To	Yes	No
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>

D. Trainings/Workshops: Please write down the relevant trainings/workshops in chronological order

Training's Subject	Location	Institute	Training Period		Certificate/Diploma Received
			From	To	

E. Employment Records: Please start with your present/recent post and write down at least the last 3 employment records in chronological order.

Employment Period		Position Title	Employer (Name of Organization)	Duty Station	Basic Salary/month (AFN)	Reason for Leaving
From	To					

F. Professional Skills:

No	Type of Skill	Description
1.		
2.		
3.		
4.		

G. Knowledge of Languages:

Other Languages	Reading		Writing		Speaking		Understanding	
	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily
Persian	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pashto	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
German	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Others ()	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

H. Is any of Your Relative Currently Employed by GIZ-Afghanistan: No. Yes. If yes, please give details.

NO	Relative's Full Name	Relationship	Position Title
1.			
2.			
3.			

I. References: Please write down four professional referees who have been your superiors (not your relatives). One of the referees should be your current/recent superior.

No	Full Name	Position Title	Organization	Official Email ID	Phone Number
1.					
2.					
3.					
4.					

J. Submission Guideline: Please send us the completed and signed application form along with your letter of motivation and detailed CV through the link of online job application process provided in the submission guideline of the respective vacancy announcement.

I certify that the above information provided by me is true, correct and complete to the best of my knowledge. I also understand that I would be dismissed without notice if GIZ-Afghanistan notices that the information I provided above or the documents I submitted to the respective organization are false and incorrect.

Signature (optional): _____

Date: _____