**APPLICATION FORM EMPLOYMENT**

|  |
| --- |
| **PERSONAL INFORMATION** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *photo* | Full Name: |  | Date of Birth: |  |
| Marital Status |  | Nationality: |  |
| Email: |  | Phone: |  |
| Address: |  |
| Date Available to Work: |  | Desired Salary Range: |  |
| Position Applying for: |  |

|  |
| --- |
| **EDUCATION** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **School Name** | **Location** | **Years Attended** | **Degree Earned** | **Major** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |
| --- |
| **EMPLOYMENT HISTORY** |

|  |  |  |  |
| --- | --- | --- | --- |
| Employer: |  | Date Employed: |  |
| Address: |  | Starting Salary: |  |
| Job Title: |  | Ending Salary: |  |
| Responsibilities: |  |
| Reason for Leaving: |  |
| Supervisor: |  | Phone: |  |
|  |  | Email: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Employer: |  | Date Employed: |  |
| Address: |  | Starting Salary: |  |
| Job Title: |  | Ending Salary: |  |
| Responsibilities: |  |
| Reason for Leaving: |  |
| Supervisor: |  | Phone: |  |
|  |  | Email: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Employer: |  | Date Employed: |  |
| Address: |  | Starting Salary: |  |
| Job Title: |  | Ending Salary: |  |
| Responsibilities: |  |
| Reason for Leaving: |  |
| Supervisor: |  | Phone: |  |
|  |  | Email: |  |

\* We will contact your previous places of employment to verify work history.

\* Please add additional significant work experience, if any.

|  |
| --- |
| **LANGUAGE** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Tajik** | **Russian** | **English** | **Other:** |
| Speaking | Reading | Speaking | Reading | Speaking | Reading | Speaking | Reading |
|  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| *Proficiency Code* | *Speaking Definitions* | *Reading Definitions* |
| *0 - No Practical Proficiency* | *No practical speaking proficiency.* | *No practical reading proficiency.* |
| *1 - Elementary Proficiency* | *Able to satisfy routine travel needs and minimum courtesy requirements* | *Able to read some personal and place names, street signs, and isolated words and phrases* |
| *2 - Limited Working Proficiency* | *Able to satisfy routine social demands and limited work requirements* | *Able to read simple prose, in a form equivalent to typescript or printing, on subjects within a familiar context* |
| *3 - Minimum Professional Proficiency* | *Able to speak the language with sufficient structural accuracy and vocabulary to participate effectively in most formal and informal conversations on practical, social, and professional topics* | *Able to read standard newspaper items addressed to the general reader, routine correspondence, reports, and technical materials in the individual's special field.* |
| *4 - Full Professional Proficiency* | *Able to use the language fluently and accurately on all levels pertinent to professional needs.* | *Able to read all styles and forms of the language pertinent to professional needs.* |
| *5 - Native or Bilingual Proficiency* | *Equivalent to that of an educated native speaker.* | *Equivalent to that of an educated native.* |

**MS Office** \_\_\_\_\_ , **PowerPoint** \_\_\_\_\_\_, **Photoshop**\_\_\_\_\_\_\_\_, **Other** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **COURSES AND TRAINING /Etc** |

|  |  |  |  |
| --- | --- | --- | --- |
| Do you have a driver’s license? |  | Driving Category: |  |
| How many years of driving experience do you have? |  |
| Have you served in the military? (Years of service): |  | Which branch? |  |

**OTHER TRAINING**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course Title** | **Certifying Institution** | **Date Attended** | **Location** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Do you have any friends or family(immediate or distant relatives) working at Good Neighbors International? If so, Who?

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Position\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **DISCLAIMER AND SIGNATURE** |

**I certify that my answers are true and complete to the best of my knowledge.**

**If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.**

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |