**MINISTRY OF AGRO-INDUSTRY AND FOOD SECURITY**

**S.N.:**

**APPLICATION FORM FOR THE POST OF**

**INSECTICIDE SPRAYER OPERATOR**

**PART A (To be filled in by the Applicant)**

**FOR OFFICIAL USE**

**Age**

**Qualifications**

**Experience**

**Remarks**

**Eligible Not
 Eligible**

1. Title: Mr Mrs Miss Ms

*(Please tick as appropriate*)

1. Marital Status: Married Single Other: …………………

*(Please tick as appropriate*)

1. Surname: ……………………………………………………………
 (*In block letters*)
2. Other Names: ……………………………………………………………

(*In block letters*)

1. Date of Birth: …………………………………..………………………..
2. National Identity No: ……………………………………………………
3. Full Residential Address: …………………..………………………………

(*In block letters*)

 …………………………………………………...

1. Phone No: Office ……………….… Home ………………………. Mobile………..……….................
2. Present Post Held: …………………………………………………………...……………………………
(whether temporary/substantive)
3. Present Ministry/Department: …………………………………………………………………….
4. Place of work: …………………………………………………………………………………….
5. **QUALIFICATIONS**

Examinations passed (please attach photocopies of certificates)

 (i) Primary: …………………………………………………………………………………………..

 (ii) Secondary: ………………………………………………………………………………………..

 (iii) Other: ……………………………………………………………………………………………..

 …………………………………………………………………………………………………….

1. **EMPLOYMENT HISTORY**
2. Date joined service: ………………………………………………………………………………
3. Date transferred to Permanent and Pensionable Establishment: …………………………………
4. Date of 1st Appointment: …………………………………………………………………………
5. Date of Present Appointment: ……………………………………………………………………
6. **EXPERIENCE**

Experience relevant to the post applied for (attach documentary evidence of experience claimed)

……………………………………………………………………………………………………………..

……………………………………………………………………………………………………………..

1. Previous Employment in the Government Service

|  |  |  |  |
| --- | --- | --- | --- |
| **Post held** | **Temporary/Substantive** | **Ministry/Department** | **Date of Appointment** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

14. Have you been on leave without pay whilst in government service during the last five years. If yes, state:

Period on leave: From: …………………………. To: ………………………….

Purpose (Study, employment, etc…): …………………………………………………………………….

Give details, if applicable: (Organisation, Post held, etc.): ……………………………………………….

……………………………………………………………………………………………………………..

15. Employment other than in the Government Service

|  |  |  |
| --- | --- | --- |
| **Post/s** | **Date** | **Name and Address of employer** |
| **From** | **To** |
| ………………………………… | …………………. | …………………. | …………………………………. |
| ………………………………… | …………………. | …………………. | …………………………………. |
| ………………………………… | …………………. | …………………. | …………………………………. |

16. Have you been the subject of an investigation/enquiry for any offence during the last 10 years?

 Yes No

 (*Please tick as appropriate)*

 If Yes, indicate nature of offence and date of outcome:

……………………………………………………………………………………………………………..

……………………………………………………………………………………………………………..

17. Have you ever been prosecuted before a court of law for any offence AND subsequently found guilty during the last 10 years?

 Yes No

 (*Please tick as appropriate*)

If Yes, give details (court, charge, date of judgement and sentence – eg. imprisonment, fine, caution or conditional discharge):

……………………………………………………………………………………………………………..

……………………………………………………………………………………………………………..

18. Have you ever resigned or retired or been dismissed from the Public Service on any grounds whatsoever?

 Yes No

 (*Please tick as appropriate*)

If Yes, give details:

……………………………………………………………………………………………………………..

……………………………………………………………………………………………………………..

**DECLARATION**

I, …………………………………………………………………….………………………...…., the undersigned applicant , declare that the particulars in this application are true and accurate and that I have not suppressed any material fact.

Date: ………………………………….….…….. Signature of Applicant: ………..……………..……………….

**PART B (To be filled by Head of Division/Section/Unit where applicant is posted)**

1. Report on applicant:

Conduct: ………………………………………………………………………………………..

Work: ………………………………………………………………………...……………….

Attendance: …………………………………………………………………………...………..

1. Has applicant been subject to any disciplinary action during the last 10 years or subject to any prosecution before a court of law for any offence? Yes/No

If yes, please give details

……………………………………………………………………………………………………………..

……………………………………………………………………………………………………………..

1. Comments, if any, on experience claimed and other remarks:

……………………………………………………………………………………………………………..

……………………………………………………………………………………………………………..

……………………………………………………………………………………………………………..

1. Statement of sick leave and unauthorized absences without pay taken by applicant.

Record of Sick Leave: Record of unauthorized absence

2020:…………………………………… 2020:………………………………….

2021:…………………………………… 2021:………………………………….

2022:………..…………………………. 2022:……….…………………………

2023 to date……………………………. 2023 to date………………………….

(v) I certify that the particulars given in Part A above have been verified and found correct, except:

……………………………………………………………………………………………………………………..

……………………………………………………………………………………………………………………..

……………………………………………………………………………………………………………………...

Stamp of Ministry/Department

 Signature: …………………………………….……….

 Name: ………………………….............……………...

 Post Held: ……………………………………………..

 Date: …………………………………………………..