

MINISTRY OF AGRO-INDUSTRY, FOOD SECURITY, BLUE
ECONOMY AND FISHERIES (AGRO-INDUSTRY AND FOOD SECURITY
DIVISION)

S.N.:

APPLICATION FORM FOR THE POST OF
LABORATORY AUXILIARY

PART A (To be filled in by the Applicant)

1. Title: Mr ☐ Mrs ☐ Miss ☐ Ms ☐
(Please tick as appropriate)
2. Marital Status: Married ☐ Single ☐ Other:
(Please tick as appropriate)
3. Surname:
(In block letters)
4. Other Names:
(In block letters)
5. Date of Birth:
6. National Identity No:
7. Full Residential Address:
(In block letters)
.....
8. Phone No: Office Home Mobile.....
9. Present Post Held:
(whether temporary/substantive)
a) Present Ministry/Department:
b) Place of work:
10. Trade Applied for:
11. **QUALIFICATIONS**
Examinations passed (please attach photocopies of certificates)
(i) Primary:
(ii) Secondary:
(iii) Other:
.....
12. **EMPLOYMENT HISTORY**
a) Date joined service:
b) Date transferred to Permanent and Pensionable Establishment:

FOR OFFICIAL USE	
Age	
Qualifications	
Experience	
Remarks	
Eligible	Not Eligible

- c) Date of 1st Appointment:
- d) Date of Present Appointment:

13. **EXPERIENCE**

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

.....

.....

14. 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 judgment and sentence – e.g 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)

(i) Report on applicant:

Conduct:

Work:

Attendance:

(ii) 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

.....
.....

(iii) Comments, if any, on experience claimed and other remarks:

.....
.....
.....

(iv) Statement of sick leave and unauthorised absences without pay taken by applicant.

Record of Sick Leave:

2022:
2023:
2024:
2025 to date:

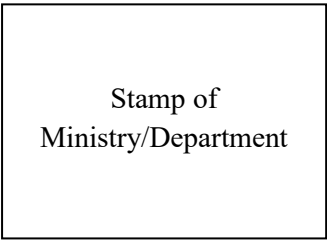
Record of unauthorised absence:

2022:
2023:
2024:
2025 to date:

PART C (to be filled by the Human Resource Section)

I certify that the particulars given in Part A and B have been verified and found correct, except:

.....
.....
.....



Signature:
Name:
Post Held:
Date: