



452 Ontdekkers Road,
 Florida Park, Gauteng, South Africa
Tel: +27 (0) 11 674 1745, **Fax:** +27 (0) 11 388 5281
 www.sobek.co.za, e-mail: gen@sobek.co.za

JOB APPLICATION

Please attach any information, certificates, CV, current photo, or reference documents that are required. **Date:** _____

Full Names: _____

Address: _____

Tel: _____ **I.D / Passport:** _____ **Age:** _____

Cell: _____ **Email:** _____

Position Applied for: _____ **Years of Experience in Position:** _____

Work type most qualified to undertake (Where Applicable):

- Field Work Office Qualified for both

MONTHLY	BASIC SALARY	MEDICAL ALLOWANCE	OTHER	TOTAL PACKAGE (CTC)
SALARY REQUIRED				

Have you ever been Employed by us? Yes No

If Yes, Date: _____

Are you currently employed? Yes No

May we contact your present employer? Yes No

Are you prevented from lawful employment in South Africa or other Africa due to Visa or Immigration status? Yes No
(Proof of citizenship or immigration is required upon employment)

You are available to work: Full Time Temp/Part Time

Date you can begin work? **Date:** _____

Have you ever been convicted of a crime? Yes No
(Other than a traffic violation.) (Conviction will not necessarily disqualify an applicant from employment)

If Yes, please explain: _____

Do you have any legal court matter pending? (Civil or Criminal) Yes No

Are you credit- or black listed? Yes No

Have you ever had a dispute resulting in a CCMA case? Yes No

If Yes, please explain: _____

Application For Employment

EDUCATION

School Address	Credits Earned	Major	Diploma/Degree

LIST BELOW ALL PRESENT AND PAST EMPLOYMENT, BEGINNING WITH YOUR MOST RECENT. ALL TIMES MUST BE ACCOUNTED FOR WHETHER EMPLOYED OR NOT. ATTACH AN ADDITIONAL SHEET IF NECESSARY.

Name and address of Company and Type of Business	From		To		Describe in detail work you did and your title	Weekly Start Salary or Hourly Rate	Weekly End Salary or Hourly Rate	Reason for leaving	Name, Title and Phone number of your Supervisor
	MO	YR	MO	YR					

LANGUAGES

1st Language _____ Degree of Proficiency (Reading) _____ Writing _____

2nd Language _____ Degree of Proficiency (Reading) _____ Writing _____

3rd Language _____ Degree of Proficiency (Reading) _____ Writing _____

PERSONAL REFERENCES

1. Name: _____ Company: _____ Phone: _____

Email Address: _____ Relationship: _____

Address: _____

2. Name: _____ Company: _____ Phone: _____

Email Address: _____ Relationship: _____

Address: _____

Application For Employment

APPLICANT'S STATEMENT AND CONDITIONS OF EMPLOYMENT

(Please read carefully before signing.)

"I understand that an investigative report involving information concerning my character, employment history, general reputation, police record, personal habits, mode of living, credit and indebtedness may be obtained prior to any final offer of employment. Upon timely written request to the personnel department of the company, the nature and scope of the report will be disclosed to me."

"I certify that the answers given by me in this employment application are true, correct and complete. I agree that the company shall not be liable, in any respect, if my employment is terminated because of misstatements or pertinent omissions made by me in this application. Moreover, I understand that all offers of employment are contingent upon passing the company's prescribed physical examination and drug screen."

"I agree, as a condition of my employment (should I be employed by the Company), to submit to a medical examination if requested and based on the position that I accept or urinalysis test if requested and paid for by the company I further agree observe all security requirements for myself or personal or company property while on the company's premises or while conducting its business elsewhere. I also authorize any company, school, police or security personnel, or other person to give any information regarding my employment, habits, ability, or any other characteristics whatsoever, together with any information they have regarding me whether or not it is in their records. I hereby release all physicians, examiners, companies, schools, or other persons from liability for any damages whatsoever for such testing, examining, or issuing this information. It is agreed and understood that completion of this application does not mean a job opening exists and in no way obligates the company to employ me."

"In the event of employment, I will comply with all company rules and regulations as established from time to time including the company's substance abuse policy. I am willing to work all assigned overtime or other special work assignments as requested by the company. Furthermore, since the company does not offer contracts of employment (unless signed by the President), I understand that nothing contained herein is intended to create a contract between the company and me for either employment or the provision of any compensation or benefits. I understand that I have the right to terminate my employment at any time and likewise, the company has the same right."

"I hereby understand and acknowledge that any employment relationship with this Company is of an "At-Will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time, with or without notice, with or without cause. It is further understood that this "At-Will" employment relationship may not be changed by any written document or by verbal agreement unless such change is specifically acknowledged in writing by an authorized Executive of this Company. I also understand that Sobek Engineering (Pty) Ltd retains the right to amend, modify, add or delete any or all policies or procedures at its sole and absolute discretion."

"During my employment with Sobek Engineering (Pty) Ltd, and after my employment ends, I agree not to disclose any confidential or proprietary information regarding operating and trade secrets. I further agree that with respect to any civil litigation involving Sobek Engineering (Pty) Ltd, in which I am a potential witness and which does not involve an actual or potential claim by me personally, I will not discuss the facts of the case with any third parties without first notifying Sobek Engineering (Pty) Ltd, or unless a representative or attorney of Sobek Engineering (Pty) Lt., is present. A copy of this form may be used as the original. The use of results from this form and/or tests will be used for prudent employment decisions."

This application is valid for sixty days from the application date unless renewed in person or in writing.

Applicant's Signature: _____ **Date:** _____

<u>For office use only:</u>	
Captured by: _____	Dated: _____
Designation: _____	Signature: _____