

APPLICATION FORM

NatSteel Holdings Pte Ltd

22 Tanjong Kling Road Singapore 628048

Main Line: 6265 1233 HR Confidential Fax: 6266 3697

Website: <http://www.natsteel.com.sg>

Recent
Passport Size
Photograph

POSITION APPLIED FOR (Please specify)

Please enclose photocopy of:

1. Identity Card (NRIC) for Singaporean, SPR and Malaysian
2. Passport for Malaysian and other Nationalities
3. Educational Certificates and transcript
4. National Service Certificate of Conduct (if applicable)
5. Re-entry permit and letter for approved full CPF contribution for SPRs.
6. Work Pass (such as EP / S-Pass / Work Permit).

PERSONAL PARTICULARS

Name (Mr/Miss/Mdm/Dr) <i>Please Underline Surname:</i>		Name in Chinese Characters: (if applicable)	
Residential Address:			
Date of Birth:	Place of Birth:	Gender: Male / Female*	
Nationality:	NRIC No.: (Pink/Blue*)	Singapore PR: Yes / No*	
Work Pass Type (For Foreigner only) : Employment Pass / S Pass / Work Permit*			
Race:	Dialect Group:	Religion:	Marital Status: Single/ Married/ Divorced/ Widowed*
Contact No.: (Home) (Office) (Mobile) (Email Address)			

LANGUAGES AND DIALECTS (state proficiency as excellent/good/fair/elementary)

Languages/Dialects	English	Chinese		
Proficiency In Speaking				
Proficiency In Writing				

NATIONAL SERVICE

Exempted / Not Liable / Completed / Not Applicable*	
Date of Enlistment (Last) :	Liable for Reservist : Yes / No*
Date of Completion :	Estimated Date of Next Reservist :
Rank Attained :	Conduct :

OTHER SKILLS

Computer Knowledge (State the types of software applications you are familiar with)	
Other relevant skills in relation to the work (e.g. Bookkeeping, typing, shorthand, etc.)	

*Please delete accordingly

APPLICATION FORM

EDUCATION / QUALIFICATION (Inclusive of Part Time Courses)

Start with highest educational qualification

Name of School, College, University, etc.	From (dd/mm/yy)	To (dd/mm/yy)	Qualifications Obtained	Country

SPECIAL TRAINING COURSES

Name of Institution	From (dd/mm/yy)	To (dd/mm/yy)	Qualifications / Certificate Obtained	Country

PRESENT MEMBERSHIP OF PROFESSIONAL, SOCIAL & SPORTING ORGANIZATION

From (dd/mm/yy)	To (dd/mm/yy)	Name of Organization	Country

SPECIAL SCHOLASTIC ACHIEVEMENTS / AWARDS

Awarding Body	Type of Award	Year of Award	Value of Award

EMPLOYMENT HISTORY (*Start with the current or most recent*)

Name of Employer :		From (dd/mm/yy) :	To (dd/mm/yy) :
Nature of Business :			
Address :			
Type of Employment : Permanent / Contract / Temporary * (Full Time / Part Time*)			
Initial Job Position :		Current Job Position :	
Starting Basic Salary : S\$ /mth (excluding OT & allowances)		Current Basic Salary : S\$ /mth (excluding OT & allowances)	
Guaranteed Bonus (AWS) : mth(s)		Amount / Date of Last Increment : S\$ /	
Last Variable Bonus Received : mth(s)		Fringe Benefits / Allowance (if any) :	
Reasons for leaving present job :			

**Please delete accordingly*

APPLICATION FORM

List in brief the remaining jobs held during your years of employment:-

Name of Company	From (dd/mm/yy)	To (dd/mm/yy)	Position	Monthly Basic Salary (S\$)	
				Start	End / Current

Expected Salary : S\$	Period of notice to present employer :
----------------------------	--

FAMILY DETAILS

Spouse Particulars (if married)					
Full Name :			NRIC/FIN/Passport No. :		
Date of Birth :		Place of Birth :		Nationality :	
Occupation :		Employer :		Office Tel. :	
Give Details of Children (if any)					
Full Name	Sex	Date of Birth (dd/mm/yy)	NRIC No.	Occupation	

Parents And Siblings Particulars					
Full Name	Relationship	Date of Birth (dd/mm/yy)	NRIC No.	Occupation	Employer

Emergency Contact	
Name : Dr/Mr/Mrs/Miss/Mdm	Relationship :
Address :	Contact No. :

**Please delete accordingly*

APPLICATION FORM

REFERENCES

(Please note that the Company may write to the organisations/ individuals below before and/or upon your acceptance of employment)

Employment References from past and present employment	
1. Name of referee (Mr/Ms/Mdm/Dr):	Position:
Company:	
Company address:	Office Tel.:
2. Name of referee (Mr/Ms/Mdm/Dr):	Position:
Company:	
Company address:	Office Tel.:

FURTHER INFORMATION

What are your interest / hobby?
Do you have any relative(s) working with our Company or related NatSteel Companies? If YES, please list their names & occupations.
Have you ever been interviewed by our company or related NatSteel Companies? If YES, please state date, position applied for and outcome.
Have you ever been convicted by a court of law? If YES, please state details.
Have you ever been treated for drug, gambling and/or alcohol abuse? If YES, please state details.
Have you ever been dismissed from a job? If YES, please state reasons.
Are you suffering from any illness or related health problem? If YES, please state details.
Have you ever been declared as a Bankrupt? If YES, please state details.
Do you possess a Driving Licence? If YES, please state class type.
How did you know this position?

DECLARATION

I hereby declare that the information given by me in this application form is correct and true to the best of my knowledge and belief, and that I have not wilfully suppressed any facts.

I fully understand and accept that if any time after engagement, it is found that a false declaration has been made in this form, the Company has the absolute right to terminate my employment forthwith without assigning any reasons.

Signature of applicant _____

Date _____

**Please delete accordingly*