

JOB APPLICATION FORM

Recent passport size
photo of the applicant

1. Post Details	
Post:	
Announcement No.:	

2. Applicant Details			
Full Name:			
ID Card No.:			
Date of Birth (DD-MM-YYYY):		Age:	
Current Address:			
Permanent Address:			
Mobile Number(s):			
Email Address:			
Have you previously applied for a job at MPAO? (If so, provide the name of the post and application date.)			
Do you have any family members / relatives currently working at MPAO? (If so, provide their names and relation to you.)			
If selected for this post, how long do you commit to work at MPAO? (Provide duration in years.)			

3. Education

Higher Secondary Education

GCE A' Level Examination Results

(Provide details of 3 subjects with grades "C" or above.)

HSE Examination Results

(The grade for Dhivehi Language must be "C" or above.)

Subject	Grade	Year	Subject	Grade	Year
			Dhivehi Language		
			Islam		

Tertiary Education

Programme

(List qualifications equivalent to Diploma level and above only.)

Institute and Country

Year of Completion

Accredited MNQF Level

Programme (List qualifications equivalent to Diploma level and above only.)	Institute and Country	Year of Completion	Accredited MNQF Level

Relevant Trainings Completed / Certifications Attained

Programme

Institute / Country

Year

Programme	Institute / Country	Year

4. Employment

Total duration of employment:	___ year(s) ___ month(s)
Total duration of employment since Undergraduate Degree (if applicable):	___ year(s) ___ month(s)

Provide details of the two most recent positions held.

Organisation			
Designation			
From (Month, Year)	To (Month, Year)	Employment Duration	Total Salary (MVR)
		___ year(s) ___ month(s)	
Main Responsibilities			
Reason for leaving the organisation			
Supervisor / Referee (Name, Designation and Contact Number)			

Organisation			
Designation			
From (Month, Year)	To (Month, Year)	Employment Duration	Total Salary (MVR)
		___ year(s) ___ month(s)	

Main Responsibilities

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Reason for leaving the organisation

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Supervisor / Referee (Name, Designation and Contact Number)

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5. Referees

Name	Organisation	Relationship	Contact Number

6. Declaration

I declare that all information provided in this application form is true and accurate. I understand that false, misleading, incomplete or omitted information could lead to the invalidation of my application, denial of employment or dismissal in the event of employment.

Applicant's Signature:	Date:
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Checklist of documents to be submitted with the application form:

(Please tick the documents submitted)

- Cover letter
- Copy of national identity card
- Complete and up-to-date Curriculum vitae (CV)
- Attested copies of applicable academic certificates and transcripts
- Reference letters from previous employers certifying employment and service period
- (Optional) Recommendation letters from previous supervisors or employers

Notes:

- MPAO reserves the right to reject or disqualify incomplete applications.
- Only shortlisted candidates will be called for interviews.