

Employment Application



Applicant Information

Full Name: _____ Date: _____
 Last *First* *Mr/Mrs/Miss*

Address: _____
 Street Address *Apartment/Unit #*

Town/City *Sector* *District* *Province*

Married? YES NO Spouse's name: _____ Number of dependents: _____

Phone: _____ E-mail Address: _____

Date Available: _____ Social Security Affiliation No.: _____ Desired Salary: _____ RwF

Position Applied for: _____

Are you a citizen of Rwanda? YES NO If no, are you authorized to work in Rwanda? YES NO

Have you ever worked for Wellspring? YES NO If yes, when? _____

Have you ever been convicted of a crime? YES NO

If yes, explain: _____

Education

Secondary School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list three professional references.

1. Full Name: _____ Relationship: _____

Company: _____ Phone: (____) _____

Address: _____

2. Full Name: _____ Relationship: _____

Company: _____ Phone: (____) _____

Address: _____

3. Full Name: _____ Relationship: _____
Company: _____ Phone: (____) _____
Address: _____

Previous Employment

Company: _____ Phone: (____) _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: _____RwF Ending Salary: _____RwF
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: (____) _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: _____RwF Ending Salary: _____RwF
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Company: _____ Phone: (____) _____
Address: _____ Supervisor: _____
Job Title: _____ Starting Salary: _____RwF Ending Salary: _____RwF
Responsibilities: _____
From: _____ To: _____ Reason for Leaving: _____
May we contact your previous supervisor for a reference? YES NO

Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: _____ Date: _____