



Hermanus
Child & Family Services

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APPLICATION FOR EMPLOYMENT

PERSONAL DETAILS:

Full Name:	
ID number:	
Cell phone number:	
Email address:	
Residential address:	

ACADEMIC RECORD:

Qualification:	
Institution:	
Date qualified:	

Qualification:	
Institution:	
Date qualified:	

Qualification:	
Institution:	
Date qualified:	

PROFESSIONAL REGISTRATION:

SACSSP registration number:	
SACSSP registration date:	

DRIVER'S LICENCE:

Drivers licence passed date:	
Driver's licence code:	
How many hours per week do you drive currently?	
Licence endorsements or motor vehicle incidents within the last six months:	
Are you willing to undergo a driving assessment? Y/N	

LANGUAGE PROFICIENCY:

Rate your language proficiency on a scale of 1 -4, where 4 is able to speak, read and write fluently and 1 is not able to speak, read and write at all.

English:		Xhosa:		Afrikaans:	
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WORK EXPERIENCE

Please give your last 5 positions of employment:

Company/ organisation	Responsibilities	Dates	Reason for Leaving

Describe your experience in child protection statutory work:

COMPUTER LITERACY

- **How would you rate your computer skills?**
 - Basic
 - Intermediate
 - Advanced

- **Which of the following software programs are you proficient in?**
 - Wordprocessing
Package used: _____
 - Spreadsheets
Package used: _____
 - Presentations:
Package used: _____
 - Email
Package used: _____
 - Internet Browsing:
Package used: _____
 - Case Management Systems:
Package used: _____
 - Other (please specify): _____

- **Have you worked with online databases for case management or reporting?**
 - Yes
 - No

If yes, please provide details of the systems used:

- How comfortable are you with virtual meetings and telecommunication tools (e.g., Zoom, Microsoft Teams)?
 - Very Comfortable
 - Somewhat Comfortable
 - Uncomfortable

REFERENCES

Please provide at least three references:

1. Name: _____

Position: _____

Contact Information: _____

2. Name: _____

Position: _____

Contact Information: _____

3. Name: _____

Position: _____

Contact Information: _____

DECLARATION

I declare that the information provided is true and correct to the best of my knowledge.

Applicant's Signature: _____

Date: _____