

FINANCIAL INTELLIGENCE UNIT EMPLOYMENT APPLICATION FORM

1. POST APPLIED FOR:

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2. PERSONAL INFORMATION

National Identity Number:		Surname:	Initials
Surname at Birth:		First Names:	
Nationalities:	Country of Birth:	Date of Birth:	
Sex: Male ☐ Female ☐	Residential Address: Home Address for past 5 years:	Contact Telephone Number: Email:	
Marital Status: Single ☐ Married ☐			
Do you own or use a car Yes ☐ No ☐ If you own a car provide registration number	Is the car insurance on your name? Yes ☐ No ☐ Is the road Tax on your name? Yes ☐ No ☐ Do you hold a current driving licence? (If yes provide proof) Yes ☐ No ☐		
Are you related to any employee of FIU? (If yes, please specify) Yes ☐ No ☐			
How did you learn about FIU and the vacancy?			
Have you travelled overseas? Yes ☐ No ☐			
Please list all the countries you have visited in the last 2 years and the purpose of the visit of stay.			
Are you member of any charitable organisation? (If yes please give details) Yes ☐ No ☐			

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3. FAMILY DETAILS:

How many brothers and sisters do you have?

For non-Seychellois nationals, please provide Passport Number, Country of Issue, and Nationality in lieu of a National Identity Number.

Mother's Details

Name and Surname:

Maiden Surname:

Nationality:

National Identity Number:

Passport Number (if applicable):

Country of Issue:

Date of Birth:

Residential Address (if deceased, write "Deceased"):

Profession:

Father's Details

Name and Surname:

Nationality:

National Identity Number:

Passport Number (if applicable):

Country of Issue:

Date of Birth:

Residential Address (if deceased, write "Deceased"):

Profession:

Legal Guardian's Details (if applicable)

Name and Surname:

Nationality:

National Identity Number:

Passport Number (if applicable):

Country of Issue:

Date of Birth:

Residential Address (if deceased, write "Deceased"):

Profession:

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Spouse/Partner's Details (if applicable)

Name and Surname:

Nationality:

National Identity Number:

Passport Number (if applicable):

Country of Issue:

Date of Birth:

Residential Address (if deceased, write "Deceased"):

Profession:

Do you have children? If yes, please provide details)

National Identity Number:	Child 1	Child 2
Surname:		
First Names:		
Date of Birth:		
School attended:		
Occupation (If applicable):		

National Identity Number:	Child 3	Child 4
Surname:		
First Names:		
Date of Birth:		
School attended:		
Occupation (If applicable):		

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4. EMPLOYMENT HISTORY (state details of current or most recent position first)

1. Employer Name:		
Address:		
Position Occupied:		Gross Salary/Year:
From: / /	To: / /	SR
Reason for Leaving:		
2. Employer Name:		
Address:		
Position Occupied:		Gross Salary/Year:
From: / /	To: / /	SR
Reason for Leaving:		
3. Employer Name:		
Address:		
Position Occupied:		Gross Salary/Year:
From: / /	To: / /	SR
Reason for Leaving:		

On what date would you be available to take up employment?.....

5. DESCRIPTION OF CAREER (Please tell us how your experience and abilities meet the requirements of the job. Please draw our attention in particular to your main achievements, and how this would help you to succeed in this post, Use additional sheets if necessary)

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6. TRAINING & DEVELOPMENT (Please give details of any training and/or personal development relevant to the position applied for, Use additional sheets if necessary)

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7. REFERENCES (Please give the names, addresses and contact details of two references to whom you should not be related. Please include the name of your current employer and last employer. If not working or you are a student, include school or college). You should identify the capacity in which the person nominated is able to comment on your suitability for the post.):

Reference 1	Name: Surname: Address: Occupation: Telephone number: Email address: Capacity:
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Reference 2	Name: Surname: Address: Occupation: Telephone number; Email address: Capacity:
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May we contact (a) Your present employer? Yes/No	(b) Your past employers? Yes/No
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8. HEALTH DETAILS

Do you have any health problem which may affect to provide continuous services or frequently absenteeism? (If yes, please give details)

Yes ☐ No ☐

Have you undergone any surgical operation in the last 12 months?

Yes ☐ No ☐

How many days absence from work through sickness have you had in the last 12 months?

9. ARE YOU INVOLVED IN PRIVATE BUSINESS? If yes, please give details.

10. OTHER INFORMATION

Have you ever been convicted by a court of law in Seychelles or overseas?

Yes ☐ No ☐

Have you ever had a police case in Seychelles?

Yes ☐ No ☐

Have you ever had a psychological or psychiatric examination?

Yes ☐ No ☐

Has any member of your family been convicted for crime or drug offences?

Yes ☐ No ☐

Please note: the offer of employment with the FIU is subject to satisfactory completion of this pre-employment screening form.

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11. CERTIFICATION

I hereby certify that this pre-employment screening form contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge and belief. I am aware that should investigation at any time disclose such misrepresentation or false certification, I may be discharged from my employment without notice.

Signature: **Date:** ____/____/____

12. OFFICIAL USE ONLY:

Interview date(s): ____/____/____

Screening date: ____/____/____

Reviewed by: **Signature :**

13. MANDATORY SUPPORTING DOCUMENTS TO ATTACHED

1. Police Character Certificate
2. One Passport Size Photo
3. Educational Certificates
4. Two written references
5. Proof of Address (not mobile bill)
6. Copy of Passport or ID card
7. Copy of your latest payslip.

***If you are shortlisted for an interview, you are to bring the following documents with you on the day of the interview**

- Presentation of the original certificates (which we will return)
- Original Passport or ID card (which we will return)