

COUNTY GOVERNMENT OF SIAYA



PUBLIC SERVICE BOARD SIAYA COUNTY

P.O.BOX 390, 40601, BONDO ♦ TEL: +254739111117, +254710383877

EMAIL: infopsb@siaya.go.ke ♦ WEBSITE: www.cpsb.siaya.go.ke

application_cpsb@siaya.go.ke

All Correspondences should be addressed to the Secretary to the Board

Please download and complete this form in **BLOCK** letters as appropriate and submit to the Secretary/CEO or email us at application_cpsb@siaya.go.ke

1. Vacancy Applied For

Vacancy/Post:

Department:

2. Personal Details

Name of Applicant:

Surname

First name

Other names

Date of Birth: Age Gender : Male Female
(dd/mm/yyyy)

Nationality..... ID/Passport No.....

County Sub County.....

Ward Mobile No.....

Postal Address.....

Email Address.....

Alternative Contact Person's Name.....

Relationship Contact.....

3. Applicants in the Public Service Only

County/Department/Other Public Institutions.....

Online applications to be scanned and sent to **application_cpsb@siaya.go.ke**

Station..... Present Substantive Post.....

Job Group..... Effective Date.....

Upgrading (if applicable)..... Effective Date.....

Years of Experience.....

Terms of Service: Permanent & Pensionable Contract Temporary

4. Applicants in Private/NGO/Other Sectors

Current Employer..... Position Held.....

Effective Date..... Salary(Monthly)Kshs.....

Years of Experience.....

5. Other Details

Indicate the language you are proficient in.....

Do you suffer from any Physical Impairment? Yes No

If yes give details.....

Have you ever been convicted of any criminal offences or a subject of probation order? No

If yes give Details.....

Have you ever been dismissed or otherwise removed from employment? Yes No

If Yes, State reason(s) for dismissal/removal.....

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..... Effective Date:.....

Have you ever been interviewed by the Siaya County Public Service Board? Yes No

If Yes, State the Post:..... Date Interviewed.....

(Declaring the above information will not necessarily debar an applicant from employment in the County Public Service, each case will be considered on its own merit)

6. Academic/Professional/Technical Qualifications (Starting with the HIGHEST)

Year		University/College/Institution/School	Award/Attainment (e.g Degree, Diploma, Certificate)	Courses (e.g PhD, Msc,BA)	Subject (Econ,Maths etc)	Class/Grade
From	To					

7. Other Relevant Courses and Training /Registration/Membership to Professional Bodies/Institution

Year	Institution/College	Courses	Details

8. Employment Details (Starting with the most RECENT)

Year		Employers Name	Position Rank/Designation	Job Group/Gross Monthly Salary (Kshs)
From	To			

9. Briefly state your current duties, responsibilities and assignments

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10. Please give details of your abilities, skills and experiences which you consider are relevant to the position applied for. The information may include an outline of your most recent achievements and your resources for applying.

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11. Personal References

The names of distinguished persons should not be used unless they really know you well; the names of relatives or of those of whom you send testimonials should not be used. The names of members or staff of the County Public Service Board of Siaya should also not be used.

- i) Full Name.....
Address:..... Email:.....
Telephone:..... Occupation:.....
Period of which he/she has known you:
- ii) Full Name.....
Address:..... Email:.....
Telephone:..... Occupation:.....
Period of which he/she has known you:
- iii) Full Name.....
Address:..... Email:.....
Telephone:..... Occupation:.....
Period of which he/she has known you:

DECLARATION:

I hereby certify to the best of my knowledge that the particulars given on this form are correct and I understand that any incorrect information may lead to disqualification/legal action;

Date:..... Signature of the applicant

FOR OFFICIAL USE ONLY

1. All certificates/supporting documents; attached Not Attached
2. Candidate has been; Shortlisted Not Shortlisted
3. If not state reasons:

Name

Date:..... Signature