Application Form

Position details	
Position applied for	(Senior) Development Programme Co-ordinator
Application closing date	**4pm Tonga/NZ time, 18 November 2012**

Personal details			
Full name			
Postal address			
Telephone		Citizenship	

Qualifications	
Details	

Education details			
Institute		Qualifications	
Institute		Qualifications	
Languages		Please indicate level of proficiency: 1 = Basic to 5 = Fluent	

Employment details			
Employer Position / type of work		Period	
Employer Position / type of work		Period	
Employer Position / type of work		Period	

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Employment details (continued)			
Employer **Position / type of work**		**Period**	
Employer **Position / type of work**		**Period**	

Referees			
Please identify 3 referees who we may contact. At least one, or preferably two, should be a previous employer. Please provide a contact address and telephone number for each referee.			
Referee name **Contact address**		**Designation** **Telephone No.** **Email**	
Referee name **Contact address**		**Designation** **Telephone No.** **Email**	
Referee name **Contact address**		**Designation** **Telephone No.** **Email**	

Other information	
Do you have any medical condition or injury that may affect your ability to effectively carry out the tasks and functions of the position applied for?	
Have you ever been convicted of a criminal offence? (Exclude minor traffic offences.) If so, please provide details.	
Prior to taking up an appointment with the High Commission you will be required to produce a clear Police Certificate from the Tongan Authorities.	

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Interview arrangements
Applicants wishing to have supporters present at interviews are asked to advise the High Commission prior to the interview so arrangements can be made.

Declaration			
I certify that the information provided is true and correct. I understand that if I have given incorrect or misleading information or if I have omitted any important information I may be disqualified from appointment, or if appointed be liable to be dismissed.			
Signature of applicant		**Date**	

Privacy statement
The information you have provided will be treated in confidence. Personal information is required only for the purpose of assessing your application.

Please complete all sections of this form plus curriculum vitae (CV or resume), and an application Letter and return it to:

Amelia Tuamoheloa
New Zealand High Commission
Nuku'alofa
Amelia.tuamoheloa@mfat.govt.nz