



Transfer Pricing Specialists I International Tax Experts I Tax Compliance and Litigation Professionals I Tax Research Analysts

EMPLOYMENT APPLICATION

Date of Application: _____

PRIVATE AND CONFIDENTIAL

PERSONAL INFORMATION

Name:		Nationality:
Date of Birth:	Age:	Gender:
Marital Status:	I.D. No. / Passport No.:	Religion:

Permanent Address:	Contact Address:
Home No:	Mobile No.:
Email:	Emergency Contact No.:

FAMILY INFORMATION

Family Member	Name	Date of Birth	Occupation
Father			
Mother			
Sibling (1)			
Sibling (2)			
Husband/Wife			
Child (1)			

POSITION

Position Applying for:	Expected Salary:
Date availability:	Source of Information for this Post:

BACKGROUND AND EXPERIENCES

A) LATEST EDUCATION

Name of School and Location	Major Subjects	Start - Complete Date	Type of Degree	GPA

[DDTC – EMPLOYMENT APPLICATION – APPLICANT'S NAME: _____ (PLEASE FILL)]

B) TRAINING / WORKSHOP / SEMINAR ATTENDED

Name	Venue	Date

C) PROFESSIONAL ORGANIZATIONS, ASSOCIATIONS, HONORS, CERTIFICATIONS, PROFESSIONAL LICENSES AND PUBLICATIONS

1
2
3
4

D) EMPLOYMENT HISTORY

Employer's Name & Address	Position & Responsibilities	Duration (from/to)	Monthly Salary	Reason of Leaving

E) CONSULTANCY HISTORY

Client's Name	Client's Address	Types of Services Performed	Countries Covered	Dates (From – To)	Daily Rate (US\$)

F) COUNTRIES OF EXPERIENCE

(Name of Country & No. of Weeks / Months / Years in Country)

1	4	7
2	5	8
3	6	9

OTHER INFORMATION

SKILLS & INTERESTS	COMPUTER KNOWLEDGE

LANGUAGE ABILITY

Language	Speak			Read			Write		
	Fair	Good	Excellent	Fair	Good	Excellent	Fair	Good	Excellent

REFERENCES

Name	Contact Address	Tel. No.:	Fax No.:	Email:

BEHAVIOUR BASED QUESTIONS

Questions	Your Answer
What was the last activity you completed that took you out of your comfort zone?	
Describe a time when you have contributed to motivating a team?	
Describe how you have applied something that you have learnt to make a practical difference.	
Describe a situation where you took responsibility without being asked.	
Describe what is loyalty and commitment .	

Describe your SWOT	
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I certify that the information stated above is true to the best of my knowledge.

Signature : _____

Applicant's Name : _____

Date : _____

Please ensure that the following documents are enclosed in pdf/jpg

- ☐ Resume/CV
- ☐ Graduation Certificate
- ☐ Academic Transcript
- ☐ Photo
- ☐ Other Certificates
- ☐ Application Letter