

CONFIDENTIAL APPLICATION QUESTIONNAIRE

To be printed, handwritten, scanned and emailed to jobs@metiersa.co.za ASAP.

If you are unable to scan and email, please fax to 086 758 3359.

NAME IN FULL	
POSITION/S APPLIED FOR	
CELL NO & ALTERNATIVE CONTACT	
EMAIL ADDRESS	
AREA WHERE YOU CURRENTLY LIVE	
AREAS YOU WOULD RELOCATE TO (IN ORDER OF PREFERENCE)	
DO YOU POSSESS YOUR OWN CAR?	
DO YOU POSSESS A LICENCE?	
HIGHEST GRADE ATTAINED AT SCHOOL? (ATTACH CERTIFICATE)	
HIGHEST TERTIARY QUALIF? (ATTACH CERTIFICATE)	
COMPUTER PACKAGES WORKED ON	
ARE YOU CURRENTLY EMPLOYED? IF SO, CURRENT POSITION?	
EXPLAIN REASON FOR WANTING TO LEAVE CURRENT COMPANY	
EXPLAIN REASON FOR LEAVING LAST COMPANY	
CURRENT BASIC SALARY (GROSS BEFORE DEDUCTIONS)	
CURRENT BENEFITS / OVERTIME / COMMISSION (OVER/ABOVE BASIC)	
IF UNEMPLOYED, EXPLAIN WHY & WHAT PERIOD UNEMPLOYED?	
IF UNEMPLOYED, WHAT IS YOUR EXPECTED SALARY (GROSS)?	
NOTICE PERIOD / AVAILABILITY?	
WHAT DO YOU PERCEIVE TO BE YOUR MAIN STRENGTHS?	
WHAT DO YOU PERCEIVE TO BE YOUR MAIN WEAKNESSES?	
SUMMARY OF EXPERIENCE EG. SALES-2YRS, PROD-5 YRS ETC	
WHAT IS YOUR IDEAL POSITION?	
ARE YOU PREPARED TO WORK OVERTIME / IRREGULAR HOURS?	
CAN YOU ATTEND INTERVIEWS DURING WORKING HOURS? TIMES?	
BRIEF MOTIVATION AS TO WHY YOU FEEL YOU ARE SUITABLE FOR THE POSITION	