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4/6/18

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FAX/URGENT/AT ONCE**From: Home New Delhi**

To :

1. The Chief Secretaries and DsG (P)s of all States / UTs
2. Directors - IB/CBI/SVP PA/SPG/NEPA/NICFS/CFSL/DCPW/NCRB.
3. DsG - BSF/CRPF/ITBP/CISF/NSG/RPF/BPR&D/SSB/NCB/NIA/Assam Rifles (Through LOAR)
4. Commissioner of Police Delhi.
5. UT Division, MHA

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4 JUN 2015

No.21023/23/2015-PMA

Dated the 04th June, 2015

Subject :- Vacancy announcement : Police Commissioner, D-2 for United Nations Mission in the Republic of South Sudan (UNMISS).

UNDKO through PMI to UN has sought the nomination of Individual Police Officers for the positions of **Police Commissioner, D-2 for United Nations Mission in the Republic of South Sudan (UNMISS)** for an initial period of one year with possibility of extension. :-

Number of post	:	Not mentioned.
Level of Post	:	D-2, [IsG/Addl DG]
Organization	:	UNMISS
Duration	:	12 Months (extendible)
Job Opening number	:	2015-UNMI(SS-82326-DPKO)

QUALIFICATIONS

Education: Advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or public administration human resources management, change management (preferably in law enforcement), or related area. A first level university degree in combination with modifying experience May be accepted in lieu of the advanced university degree. Formal specialized advance training for command/senior staff is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

Work Experience: A minimum of 15 years (17 years in absence of advanced university degree) of progressive and active policing service/experience both at the field or national police headquarters level is required; 8 years of active police experience at senior policy making level, with extensive strategic planning and management experience in areas such as operations, crime management, police administration and police training and development; police human and/or financial resources Management - required. Practical command experience of running a department or a region or a state level police unit is required. Practical operational experience in public order management with the use of crowd control or formed police units is desirable. Previous UN or international experience is an advantage.

ADG(K)

पुलिस महानिदेशक के कार्यालय
11/6/2015
उत्तर प्रदेश

1G(Karmik)

पर पुलिस महानिदेशक के कार्यालय

उ.प्र. सरकार
12/6/2015

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Sec-5

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A2V
12/6/15

पुलिस महानिदेशक (कार्य)

Language: Fluency in Spoken and written English is required. Knowledge of a second UN language is an advantage. **Preference will be given to equally qualified women candidates.**

2. It is requested that nomination of **eligible and willing officer** of the level of **IsG/Addl DG (D-2)** may be submitted to this Ministry by **10th July, 2015** along with the following documents duly completed in all respect:-

- i. United Nations Personal History Profile (PHP) form (P.11) duly completed and signed by the nominated candidate.
- ii. United Nations Employment and Academic Certification [attachment to personal history profile (P-11)] Form duly completed and signed by the nominated candidate as well as the relevant local authority.
- iii. Personal details as per **Annexure-I**.

3. The nominated officers may be advised to send the above document as per the format enclosed through electronic mail at e-mail address (uspma@nic.in or sopma@nic.in).

4. **No modified format other than the specimen enclosed duly typed will be entertained/accepted as it invites lot of observations from UN HQ (UNDPKO) while finalizing the nominations.** Hand written PHP/EAC will not be entertained/accepted. It may be ensured that the photographs of the officer applying for the post should be placed on the front side of P-11 form and signature in the last page at relevant place.

5. It may please be ensured that the nominees are clear from Vigilance angle.

6. No direct application will be entertained.


(Dinesh Mahur)
Director (Pers)
☎:23092933
☎:23093750/2398
✉:dirpers@nic.in

Copy to

1. Commissioner of Police ,
Mumbai, Kolkatta, Chennai and Bangalore.

It is requested to forward the nominations of eligible and willing officers though State Government only.

2. SO (IT), MHA - With the request to upload the above communication on MHA website.

D. Mahur
4.6.15

(Dinesh Mahur)

Director (Pers)

☎:23092933

☎:23093750/2398

✉:dirpers@nic.in

BIO-DATA PROFORMA

Recent passport
size photograph

1. Name of Post applied.
 2. Job opening number
 3. Name of the Officer
 4. Designation/Rank/organisation with present place of posting.
 5. In the case of officers of deputation with other organization.
 - (a) Name of Parent organization.
 - (b) Name of organization presently employed.
 - (c) Date of deputation
 - (d) Expected date of repatriation to parent cadre/organization.
 6. Date of Birth
 7. Education/Qualification
 8. Date of Joining Police Service
 9. Service/Cadre/Batch
 10. Educational Qualification
 11. Previous UN experience
- Telephone No.
- a. Office
 - b. Residence
 - c. Mobile No
 - d. Fax No.
 - e. E-mail id

I hereby certify that, I fulfill the eligibility requirement notified for the post applied for.

(Signature of the applicant)

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United Nations



*Position requires official secondment
from national governments of Member States of the United Nations Organization.
Appointments are limited to service on posts financed by
the support account of peacekeeping operations*

Post title and level	Police Commissioner, D-2
Organizational Unit	United Nations Mission in the Republic of South Sudan (UNMISS)
Duty Station	Juba
Reporting to	Special Representative of the Secretary General in UNMISS
Duration	12 Month (extendible)
Deadline for application	24 July 2015
Job Opening number	2015-UNMISS-82326-DPKO

United Nations Core Values: Integrity, Professionalism and Respect for Diversity

RESPONSIBILITIES:

In compliance with the mission mandate and under the supervision and substantive guidance of the Special Representative of the Secretary General (SRSG), the Police Commissioner will be responsible for the operational oversight of the UN Police component's activities related to the Mission mandate implementation, and will:

- Function as the principal advisor to the SRSG on all pertinent policing matters in the support of the mandate;
- Direct all efforts of the UNPOL component of the Mission in Protection of Civilians, in particular protection of women and children in support of SCR 2187;
- Deter violence against the civilians; undertake a complete review of UNPOL activity in particular proactive deployment and active patrolling in Protection of Civilians (POC) sites
- Oversee the contribution of UNPOL to the implementation of the Mission Wide Early Warning Strategy, including a coordinated approach to information gathering, monitoring, verification, early warning and response mechanisms including preparation for further potential attacks against UN personnel and facilities.
- Supervise and facilitate public safety within the UNMISS POC sites and ensure their general security.
- Oversee the creation and implementation of strategies to foster secure environments for the safe and voluntary return of the internally displaced persons (IDPs) and refugees.
- Ensure operational coordination with the South Sudan National Police Service (SSNPS) in relevant and POC related tasks.
- Support the Human Rights Division in the monitoring, investigation and verification of abuses of Human Rights and International Humanitarian Law.
- Maintain situational awareness regarding all aspects of SSNPS activity and previous UNPOL involvement to facilitate UNPOL Mission agility should the Mission mandate change.
- Should the UNMISS mandate change, facilitate the provision of advice and assistance to SSNPS leadership in the development of short, medium and long term plans and programs for the reform, restructuring and the strengthening of the capacity of SSNPS including in strengthening its long term strategic reforms, based on planning, budgeting and performance measurements;
- Assist SSNPS in developing oversight and accountability mechanisms so as to strengthen public confidence in the SSNPS in event of mandate change;

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- When mandate permits, support the SSNPS in institutional development efforts, in conjunction with other mission components and international and bi-lateral partners.
 - Ensure the formulation and harmonization of UN Police Work Plans in accordance with the mission mandate and concept of operations (CONOPS) and regularly review and monitor their implementation;
 - Provide necessary operational oversight on all UNPOL activities related to mandate implementation and Results Based Budgeting including development of work plans and Result Frameworks in line with the mission specific mandate implementation plans, and ensure timely submission of monthly, bi-annual and annual progress reports of the police component and follow-up on recommendations;
 - Ensure liaison with the UN Military, DSS and other relevant components of the mission regarding the safety and security of the UN Police and liaise with SSNPS counterparts in regards to the safety and security of all UN Police, including those co-located with the SSNPS;
 - Perform any other duties and assume other responsibilities as may be directed by the SRSG in fulfilment of the mandate.

COMPETENCIES:

Professionalism: Shows pride in work and achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations. Takes responsibility for incorporating gender perspectives and ensuring the equal participation of women and men in all areas of work. In-depth knowledge of police procedures and management; strong organizational skills and a demonstrated ability to establish priorities and to plan, coordinate, and monitor the work of others. Understands theories, concepts and approaches relevant to democratic policing, law enforcement. Possesses ability to apply technical expertise to resolve police related issues and challenges. Strong managerial and analytical skills combined with good judgment.

Planning and organizing: Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

Accountability: Takes ownership of all responsibilities and honors commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his/her own shortcomings and those of the work unit, where applicable.

Leadership: Serves as a role model that other people want to follow; empowers others to translate vision into results; is proactive in developing strategies to accomplish objectives; establishes and maintains relationships with a broad range of people to understand needs and gain support; anticipates and resolves conflicts by pursuing mutually agreeable solutions; drives for change and improvements; does not accept the status quo; shows the courage to take unpopular stands.

Judgment/Decision-making: identifies the key issues in a complex situation, and comes to the heart of the problem quickly; gathers relevant information before making a decision; considers positive and negative impacts of decisions prior to making them; takes decisions with an eye to the impact on others and on the Organization; proposes a course of action or makes a recommendation based on all available information; checks assumptions against facts; determines that the actions proposed will satisfy the expressed and underlying needs for the decision; makes tough decisions when necessary.

QUALIFICATIONS:

Education: Advanced university degree (Masters or equivalent) in law, police management, law enforcement, security studies, criminal justice, business or public administration, human resources management, change management (preferably in law enforcement), or related area. A first-level

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university degree in combination with qualifying experience may be accepted in lieu of the advanced university degree. Formal specialized advance training for command/senior staff is highly desirable. Graduation from a certified Police Academy or other national or international Law Enforcement Training Institution is required.

Work Experience: A minimum of 15 years (17 years in absence of advanced university degree) of progressive and active policing service/experience both at the field or national police headquarters level – required; 8 years of active police experience at senior policy making level, with extensive strategic planning and management experience in areas such as operations, crime management, police administration and police training and development; police human and/or financial resources management – required. Practical command experience of running a department or a region or a state level police unit – required. Practical operational experience in public order management with the use of crowd control or formed police units is desirable. Previous UN or international experience is an advantage.

Rank: Chief/Senior Superintendent of Police, Police Commissioner, Deputy (Assistant) Inspector General, equivalent to senior colonel/general in the military or higher rank.

Language: Fluency in spoken and written English is required. Knowledge of a second UN language is an advantage.

Preference will be given to equally qualified women candidates.

Date of Issuance: 01 June 2015

In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The exact wording of the self-attestation is outlined in para. 5.2 of the above mentioned Policy. The final decision on the selection of an individual to serve with the United Nations will also be subject to human rights screening.

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**APPLICATION PROCEDURES FOR PROFESSIONAL CONTRACTED
POSITIONS IN UNITED NATIONS POLICE COMPONENTS IN PEACEKEEPING
OPERATIONS OR SPECIAL POLITICAL MISSIONS REQUIRING OFFICIAL
SECONDMENT FROM NATIONAL GOVERNMENTS OF UN MEMBER STATES**

Outlined below are the procedures to be followed by Permanent Missions for the presentation of candidates to professional posts requiring secondment from active police services, which are open for recruitment within UN peacekeeping operations or special political missions. In the interest of promoting an orderly process and to avoid delay in the consideration of applications, Permanent Missions are respectfully requested to adhere closely to these procedures.

1. The above mentioned posts are reserved only for candidates recommended by Member States through their Permanent Missions to the United Nations. Candidates applying independently will not be considered. It is requested that applications be submitted as soon as possible but not later than deadline specified in each Job Opening announcement. Applications received after the deadline will not be considered.
2. All applications must be submitted in a duly completed typed (not hand-written) and signed United Nations Personal History Form (P-11) along with Academic and Employment Certification Form (attachment to P-11 form). Applications using other formats will not be accepted, but additional information may be attached to the P. 11. For the convenience of the Permanent Mission, a P-11 form and attachment are enclosed as samples to be photocopied as needed.
3. Selection for service with the United Nations is made on a competitive basis. It is therefore essential that all the Personal History Forms be completed with a view to presenting the candidates qualifications and experiences as they relate to the requirements as set out in the relevant Job Opening. In the event a Permanent Mission wishes to recommend a candidate for several posts, a separate Personal History Form should be submitted for each post.
4. In accordance with the new Policy on Human Rights Screening of UN Personnel, all individuals who seek to serve with the United Nations, are requested to make "self-attestation" that s/he has not committed any serious criminal offences and has not been involved in violations of international human rights or international humanitarian law. The self-attestation must be attached to the P-11 form and contain the following wording:
I attest that I have not committed, been convicted of, nor prosecuted for, any criminal or disciplinary offence. I attest that I have not been involved, by act or omission, in any violation of human rights law or international humanitarian law.
The applications without signed individual self-attestations will not be accepted.
5. Permanent Mission are requested to present their candidates in one single submission, in accordance with the deadline date specified in the Job Opening, under cover of a note verbale listing the names of the candidates, post title(s) they are nominated for and the corresponding vacancy announcements.
6. Applications must be hand-delivered by Permanent Mission to the Police Division Selection and Recruitment Section, Office of Rule and Law and Security Institutions, Department of Peacekeeping Operations at 1 UN Plaza, 7th floor, room DC1 -0776, in accordance with the specific directions in the relevant Note Verbale.
7. Upon delivery of the applications, the Selections and Recruitment Section will acknowledge the receipt to the individual making the delivery.
8. Communication regarding this process will be through the Permanent Mission only. The Secretariat will not entertain personal queries from individual applicants.

December 2014

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UNITED NATIONS

Employment and Academic Certification

Attachment to Personal History Profile (P11)

TO BE COMPLETED BY CANDIDATE:

Personal Data:

Family Name:	Given name:	Middle names:	Gender: M/F
e-mail address:			

Position for which you are applying:

(Note: if you are applying for more than one position, please submit separate P11 and P11 attachment for each Job Opening)

Job Opening Number:

Military Service History/Police Service History

Date of Commission (for military officers) or date of enlistment/entry to service (for police officers):

Current rank	Date Last Promoted	Date eligible for promotion to next rank	Projected Retirement date from current rank
Branch/Corp/Mustering			
Sub Specialisation/additional qualifications			

Degrees and Academic Distinctions Obtained:

	NAME of INSTITUTION, PLACE AND COUNTRY. Please give complete address.	ATTENDED:		DEGREES and ACADEMIC DISTINCTIONS OBTAINED
		FROM: Month/Year	TO: Month/Year	
Graduation from the Staff/War College or Police Academy (and/or similar law enforcement institution)				
University Degree/s				

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Experience in peacekeeping operations:

Specify UN or other International Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Mission/ Operation/Location	Position/Title (Milob, HQ Staff, Conlgt, Adviser)	Description of duties

Command Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Unit/Position/Org	Significant Unit Activities

Significant Planning Experience, starting with your most recent experience and list in reverse order

Dates mm/yy-mm/yy	Position/Org	Operation/Activity

(Other) International Exposure other than peace keeping operations, starting with your most recent experience and list in reverse order

Date: mm/yy-mm/yy	Position/Org	Function/Activity

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Military and/or Police Training Courses/Seminars: (last two years)

Name of Course	Date: mm/yy -mm/yy	Institution

Additional Comments:

I certify that the statements made by me in answer to the foregoing questions are complete and correct. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member for the United Nations liable ineligible for further consideration.

I declare that I have never conspired, been convicted of and am not currently under investigation or being prosecuted for any criminal, human rights, civil action or disciplinary offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose). I declare that I have not been involved, by act or omission, in the commission of any violation of international human rights law or international humanitarian law.

I am not able to attest to the preceding paragraphs for the following reasons:

Date

Signature

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

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TO BE COMPLETED BY THE RELEVANT LOCAL AUTHORITY:

On behalf of I certify that the information provided by
is complete and correct.

I further certify that the nominated candidate has never been convicted of, or is not currently under investigation or being prosecuted for, any criminal or disciplinary offence, or any violations of international human rights law, civil action or disciplinary offence.
The Government of is not aware of any allegations against the nominated candidate that she/he has committed or been involved, by act or omission, in the commission of any acts that may amount to violations of international human rights law or international humanitarian law.
In the case of the nominee who has been investigated for, charged with or prosecuted for any criminal offence, with the exception of minor traffic violations (driving while intoxicated or dangerous or careless driving are not considered minor traffic violations for this purpose), but was not convicted, the Government is requested to provide information regarding the investigation(s) or prosecutions concerned.

Date..... Official Stamp

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24 EDUCATION, Give full details - N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD. Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not profitably employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM STARTING	FINAL	EXACT TITLE OF YOUR POST:
NAME OF EMPLOYER:		TYPE OF BUSINESS		
ADDRESS OF EMPLOYER:		NAME OF SUPERVISOR		
		NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:		REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES:				

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B. PREVIOUS POSTS (IN REVERSE ORDER)

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

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28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES ☐ NO ☐
29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES ☐ NO ☐
If answer is "yes", WHEN?

30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications.
Do not repeat names of supervisors listed under Item 27.

FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION

31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.

32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES ☐ NO ☐
If "yes", give full particulars of each case in an attached statement.

33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES ☐ NO ☐

34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.

DATE: _____
(day, month, year)

SIGNATURE: _____

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.

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EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

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PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. See next page for more blocks.

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:
				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

EMPLOYMENT RECORD - SUPPLEMENTARY SHEET

PLEASE LIST, in reverse order, EVERY EMPLOYMENT YOU HAVE HAD. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed.

16/16

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				

FROM MONTH/YEAR	TO MONTH/YEAR	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
		STARTING	FINAL	
NAME OF EMPLOYER:				TYPE OF BUSINESS:
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:
NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:				REASON FOR LEAVING:
DESCRIPTION OF YOUR DUTIES				