

Please Note: This document can be completed on your PC / Laptop as no signature is required.

www.recru-it.co.za



Full name and surname	
Maiden surname	
Gender (Male / Female)	Male <input type="checkbox"/> Female <input type="checkbox"/>
Cell and landline phone number	
E-mail address	
Are you a South African born citizen, if not what Nationality are you	
If a Foreign National, are you a SA permanent resident	
ID number	
If non-SA Citizen / Permanent Resident, do you have a valid work permit	
Classification (White/Indian/Coloured/Black/Chinese), required by clients	
Languages spoken	
Married?	No <input type="checkbox"/> Yes <input type="checkbox"/>
How many dependents on your Medical Aid if not on spouses	
Area and Province of residence	
Drivers License: Yes / No	No <input type="checkbox"/> Yes <input type="checkbox"/>
Own Transport: Yes / No	No <input type="checkbox"/> Yes <input type="checkbox"/>
Employment: Please complete ALL sections, if unemployed put down details of last company employed at	
Are you currently employed?	
Company name of current or previous employer if unemployed	
Current / Previous Job title	
Initiation date with that company	
Current salary package (CTC) and state benefits it includes If unemployed state previous package details	
What benefits are excluded from your current package (Anything you get over and above) e.g. Bonuses, Fuel, Bank charges, Housing, Shift allowances etc.	
Only if on contract , what is your hourly rate	
What is your current net amount on your payslip	
Which do you prefer - Permanent / Contract or both	
When is your next annual increase	
Expected salary CTC	
Notice period / Earliest start date	
Reason for being on the job market if currently employed	
If unemployed , why did you leave your previous employer	
Within your Province, what areas are you willing to travel to in relation to where you live	
Additional Information	
Would you consider a COUNTEROFFER from your current employer, if yes why	

Highest tertiary qualification achieved / Completed and Year	
If certified, are they current or expired	
High School you attended / Year you Matriculated...we do need this for clients	
Relocation? Yes or No, if yes to where within South Africa	
Criminal Record? If yes, please indicate offence	
Clear credit record? If not, please elaborate	
Positions Applied for with other Agencies OR within your current Company (Internally)?	
<ul style="list-style-type: none"> - Have you attended interviews in the last 6 months? - What companies were you interviewed by? - Have you received offers from any Companies? - What was the reason you declined it? 	
Disabilities? Yes / No - If yes please stipulate	No <input type="checkbox"/> Yes <input type="checkbox"/>
Two contactable references to contact of individuals you reported in to	
<p>By completing and returning this to >recru-it*, you deem the above to be true and acknowledge / authorize >recru-it* to represent you for positions applied for with >recru-it*</p> <p>Thank you for your assistance with this document.... >recru-it*</p>	

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