APPLICANT INFORMATION FORM

Please mail the signed applicant information form for each vacancy, the form should be sent in English to the following e-mail address: hr-palestine@giz.de

1. General information

1. For which job vacancy are you applying?
2. First name
3. Middle name
4. Surname
5. ID holder / Passport
6. Nationality
7. Residency
8. Date of birth
9. Driving license

How did you first hear about this vacancy? Please tick the box that applies:

☐ From a newspaper advert or jobs website. If so, which one?

☐ From a contact in GIZ If so, whom?

☐ Other. Please explain

2. Languages

Which languages do you know? Please list on the following scale: 0 - none, 1 - basic, 2 - intermediate, 3 - good, 4 - Fluent, 5 – native.

Language	Reading	Writing	Speaking
English			
German			
other(s)			

3. IT skills

Can you type in any of the following languages? Please tick any boxes that apply.

☐ English ☐ German ☐ ……… ☐ …….. ☐ …… ☐ other(s) (please list below)
_____

How do you rate your knowledge of the following software? (Add to list if you know more)

Software	No Knowledge	Basic	Proficient
MS Word			
MS Excel			
MS Access			
MS PowerPoint			
Outlook			

3. Others

Do you have relatives, spouse or friends working for GIZ? If so, whom?

Do you have - or expect to have - any health, family or other problems that might restrict your ability to perform this job? If so, please give details. Continue on a separate sheet if necessary:

From what date will you be available for work?

Are you willing and able to travel as part of your work?

Have you ever violated the law in any way which includes being arrested, summoned to legal court room, convicted or imprisoned? If yes. Please provide specific cases.

Have you ever traveled, worked or lived outside the country? If so, where, for how long and for what purpose? Please continue on a separate sheet if necessary.

Country	Duration	Purpose of visit

5. Certification

I certify that the above details are true to the best of my knowledge.

Date: _____   Signature: _____