



**UGANDA NATIONAL OIL COMPANY LIMITED (UNOC)**

**JOB APPLICATION FORM**

**REF. No. .... (for official use by UNOC)**

**INSTRUCTIONS**

Please answer each section clearly and completely.

This Application Form must be electronically completed, printed and signed.  
 Applicants **MUST** also submit a signed personal statement (max 2 pages of A4)  
 Attach certified academic documents as evidence of Education and Training  
 Provide any other relevant evidence to support your application  
 All documents **MUST** be submitted in **TRIPLICATE**.

**POSITION APPLIED FOR:**

1. First Name:	Middle Name:	Surname:	Family Name:
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2. Date of Birth: D/ M/ Y	3. Place of birth:	4. Nationality:	5. Gender
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6. Marital status:  
 Single  Married  Separated  Widow(er)  Divorced

7. Permanent address:	8. Present address (if different)	9. Telephone/Cell phone No.
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10. **HAVE YOU ANY DEPENDENTS?**  
 YES  NO  If the answer is "yes", give the following information:

NAME	Date of Birth	Relationship	NAME	Date of Birth	Relationship

**11. LANGUAGES**

LANGUAGE	READ		WRITE		SPEAK		UNDERSTAND	
	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily


**12. EDUCATION. Give full details - N.B.** Please give exact titles of degrees in original language. If there is need to obtain a translation, ensure it is undertaken and certified by the National Council for Higher Education.

**A. INSTITUTION**

NAME, PLACE AND COUNTRY	ATTENDED FROM/TO		ACADEMIC QUALIFICATIONS OBTAINED	MAIN COURSE OF STUDY
	M/Y	M/Y		

**B. OTHER PROFESSIONAL TRAININGS**

NAME, PLACE AND COUNTRY	TYPE	ATTENDED FROM/TO		CERTIFICATES OR DIPLOMAS OBTAINED
		M/Y	M/Y	

**13. MEMBERSHIP IN SOCIETIES, ASSOCIATIONS AND CLUBS**


**14. EMPLOYMENT RECORD:**

Starting with your most recent post. Give both gross and net salaries per annum for your last or present post.

**A. POSITION 1**

FROM	TO	SALARIES PER ANNUM	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 AND ANY ACHIEVEMENTS (not more than 500 words)		

**B. POSITION 2**

FROM	TO	SALARIES PER ANNUM		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 AND ANY ACHIEVEMENTS (not more than 500 words)				
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**15. REFERENCES:** List three persons, not related to you, who are familiar with your character and qualifications.  
*Do not repeat names of supervisors provided above*

FULL NAME	FULL ADDRESS INCLUDING TELEPHONE AND EMAIL CONTACTS.	BUSINESS OR OCCUPATION

16. Any other relevant information you would like to add (**Not more than 500 words**):

17. 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 (exclude minor traffic violations)?

YES  NO

If "yes", give full particulars of each case in an attached statement.

18. I certify that the information I have provided is true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on this form or other document requested for renders a staff member of the UNOC liable to summary termination or dismissal.

**DATE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_