



# LESEDI LOCAL MUNICIPALITY

## APPLICATION FORM FOR EMPLOYMENT OF SENIOR MANAGERS (Section 56)

### TERMS AND CONDITIONS

1. *The purpose of this form is to assist the municipality in selecting a suitable candidate for an advertised post.*
2. *This form must be completed in full, accurately and legibly. All substantial information relevant to a candidate must be provided in this form. A full comprehensive C.V. must still be provided.*
3. *Candidates shortlisted for interviews may be requested to furnish additional information that will assist the municipality to expedite recruitment and selection processes.*
4. *All information received will be treated as strictly confidential and will not be used for any other purpose than to assess the suitability of the applicant.*
5. *This form is designed to assist the municipality with the recruitment, selection and appointment of senior managers in terms of the Local Government: Municipal Systems Amendment Act of 2011 read in conjunction with the 2014 DCOG Regulations on the Employment and Conditions of Service of Senior Managers in municipalities.*
6. **Use an X when selecting the appropriate block.**

<b>A. DETAILS OF THE ADVERTISED POST (as reflected in the advert)</b>				
Advertised post applying for				
Reference number				
Name of Municipality				
Notice service period				
<b>B. PERSONAL DETAILS</b>				
Surname				
First Names				
ID or passport number				
Race	African	Coloured	Indian	White
Gender	Male		Female	
Do you have a disability?	Yes		No	
If yes, elaborate				
Are you a South African citizen	Yes		No	
If not, what is your nationality?				
Work Permit Number (if any)				

Do you hold any political office in a political party, whether in a permanent, temporary or acting capacity? If yes, provide information below:		<b>Yes</b>		<b>No</b>		
Political Party:		Position:		Expiry Date:		
Do you hold a professional membership with any professional body? If yes, provide information below:					<b>No</b>	
Professional Body:		Position:		Expiry Date:		
<b>C. CONTACT DETAILS</b>						
Preferred language for correspondence						
Telephone number during office hours						
Preferred method for correspondence		Post	E-mail	Fax		
Correspondence contact details (in terms of above)						
<b>D. QUALIFICATIONS (Additional information may be provided on your CV)</b>						
Name of School/Technical		Highest Qualification Obtained		Year Obtained		
Name of Institution		Name of Qualification		NQF Level	Year Obtained	
<b>E. WORK EXPERIENCE (Additional information may be provided on your CV)</b>						
Employer <i>(starting with the most recent)</i>		Position	From (d/m/yy)	To (d/m/yy)	Reason for leaving	
If you were previously employed in Local Government, indicate whether any condition exists					<b>Yes</b>	<b>No</b>
If yes, provide the name of the previous employer						

<b>F. DISCIPLINARY RECORD</b>				
Have you been dismissed for misconduct on, or after 5 July 2011?			Yes	No
If yes, name of municipality/institution				
Type of misconduct/transgression				
Date of resignation/disciplinary case finalized				
Award/Sanction				
Did you resign from your job on or after 5 July 2011 pending finalization of the disciplinary			Yes	No
<b>G. CRIMINAL RECORD</b>				
Were you convicted of a criminal offence involving financial misconduct, fraud or corruption on or after 5 July 2011? If yes, provide details on a separate sheet.			Yes	No
If yes, type of criminal act				
Date criminal case finalized				
Outcome/Judgement				
<b>H. REFERENCE</b>				
Name of Referee	Relationship	Tel (office hours)	Cell phone nr	E-mail
<b>I. DECLARATION</b>				
<i>I hereby declare that all the information provided in this application and any attachments in support thereof is to the best of my knowledge true and correct. I understand that any misrepresentation or failure to disclose any information may lead to my disqualification, or termination of my employment contract, if appointed.</i>				
Signature:			Date:	