**NATIONAL HOUSING CORPORATION**

**APPLICATION FORM**

Please complete all sections of this **form by typing herein** as appropriate in **word format** and attach scanned copies of your certificates and testimonials to suOpport the application. Do not modify format of this form.

*{Please do not hand write application. see page 3 for instructions}*

**PRELIMINARIES**

1. **Vacancy Applied For**

Vacancy/Position title: …………………………............................................... Vacancy reference No: ……….………,,,,,,,.

1. **PERSONAL DETAILS OF THE APPLICANT**

Name ………………………………………………………………………………….………….……………...

Date of Birth: ……………………….. ID. No:………………………………….. Gender:{tick√} **Male**  **Female**

Postal Address:…………………………… Code: ……………………………. Town/City: ………….……………………………

Telephone No: ………………………… Mobile No.……….……….……… E-mail Address …………….…………….………………

County………………………………………….

Are you living with Disability? {tick √)  **Yes** **No**

If **yes**, give:

1. Details/Nature of Disability:

………………………………………………………………………………………………………..

1. Details of Registration with the National Council for people with Disabilities (Registration No. and date)

………………………………………………………………………………………………………….

**ACADEMIC & PROFESSIONAL QUALIFICATIONS**

1. **ACADEMIC QUALIFICATIONS. (Starting with the Highest)**

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| --- | --- | --- | --- | --- | --- |
| **Year** | | **University/ college/**  **School** | **Course/Programme & Award/Attainment**  (e.g. PhD; Masters, Bachelors Degree, MSc, BA ;KCSE;O’Level etc | **Area of Specialization/**  **Subject**  (e. g Economics, ICT,Maths,*Sociology et c)* | **Class/Grade**  (e. g 1st class hons; distinction; credit pass  *etc* |
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1. **PROFESSIONAL QUALIFICATIONS (Starting with the Highest)**

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| **Year** | | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | **Institution** | **Award/Attainment**  **(e.g. Higher Diploma, Diploma, Certificate)** | |  | **Specialization/Subject**  **(e. g Human Resource, Engineering, Counselling e.t.c)** | **Class/Grade** | | **Award/Attainment**  (e.g. Higher Diploma, Diploma, Certificate) | **Specialization/Subject**  (e. g Human Resource, Engineering, Counseling e.t.c) | **Class/Grade**  (e. g credit, pass distinction.e.t.c) |
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**PROFESSIONAL MEMBERSHIP**

1. **Current Registration/Membership to Professional Bodies**

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| --- | --- | --- | --- |
| **Current Registration/**  **Membership to Professional Bodies Professional Body** | **Membership/**  **Registration No.** | **Membership type (e.g. Associate, Full etc)** | **Date of Renewal** |
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**WORKING EXPERIENCE SUMMARY**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year**(Period)  *e,g :Jan 2002-june 2004* | | **Experience /Employment background**  *e,g : Administration & HR Manager, Tropical Apparels Ltd* | **Duration**  *E,g 6 months; 1 year* |
| From | To |  |  |
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I confirm that the information and particulars given on this application form are correct and understand that any incorrect /misleading information or canvassing may lead to disqualification.

……………………………………………. ……………………………………………

Signature of the Applicant Date

If you have no digital or scanned signature type name above

**Instructions:**

1. *Please scan and attach/paste your copies of academic certificates and testimonial in* ***PDF format.***
2. *Ensure that details above are typed in word format (Arial Narrow Font 10). No handwritten entries on form.*
3. *Submit back application form in* ***word format***
4. *Please do not format the application form or convert to other versions like PDF etc.*
5. *Submit application in confidence to the email****:*applicationslegal2022@nhckenya.go.ke**