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| Paste a photograph here | **HABITAT FOR HUMANITY BANGLADESH** | | | | | | | | | | | | | | | | D:\Logos\black logo.png |
| JOB APPLICATION FORM  (Please complete this form with applicable information and submit as per the instructions stated in the job announcement. Please ensure all requested information is provided and note that applications with blank fields will not be considered for next steps. Information provided with this application will be treated confidentially and will not be used for any other purpose.)  Habitat for Humanity International is a non-profit, faith based organization dedicated to the elimination of poverty housing. | | | | | | | | | | | | | | | |
| Position Applied for: | |  | | | | | | | Job Reference no: | | | | | | | | N/A |
| How did you find out about this posting? | | | | | | | |  | | | | | | | | | |
| Preferred Location(s): | | | | | | |  | | | | | | | | | | |
| **Personal Information** | | | | | | | | | | | | | | | | | |
| **Full Name:** |  | | | | | | | | | | | | | | | | |
| Current Address: |  | | | | | | | | | Telephone Number | | | | | | | |
| Work: | | | | |  | | |
| Permanent Address: |  | | | | | | | | | Mobile: | | | | |  | | |
| Home: | | | | |  | | |
| Nationality: |  | | | | | | | Email Address: |  | | | | | | | | |
| **Date of Birth:** |  | | | | | | | National ID Number: |  | | | | | | | | |
| Do you have any relative working in Habitat for Humanity Bangladesh? If Yes, | | | | | | | | | | | | | | | | | |
| Name: |  | | | | | | | | Designation: | | | |  | | | | |
| Describe why you are interested in working for Habitat for Humanity Bangladesh, what are the values you possess? (Maximum 100 words) | | | | | | | | | | | | | | | | | |
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| Describe why you are the best fit for the position for which you applied? (Maximum 100 words) | | | | | | | | | | | | | | | | | |
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| **Employment History (If any)** | | | | | | | | | | | | | | | | | |
| Current or most recent employer: | | | |  | | | | | | | | | | | | | |
| Address: | | | |  | | | | | | | | | | | | | |
| Job Title: |  | | | | | | | | Location: | | | | |  | | | |
| Supervisor’s Name |  | | | | | | | | Designation: | | | | |  | | | |
| Start Date: |  | | | | | | | End date (if applicable): | | | | | |  | | | |
| Major Responsibilities:  (Maximum Five Responsibilities) | 1. | | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | | | |
| 4. | | | | | | | | | | | | | | | | |
| 5. | | | | | | | | | | | | | | | | |
| Gross Salary: |  | | | | | | | Other Benefits: |  | | | | | | | | |
| Expected Salary |  | | | | | | | Notice period in current employer: |  | | | | | | | | |
| Reason of leaving (if applicable): | | | | |  | | | | | | | | | | | | |
| **Previous Employment** | | | | | | | | | | | | | | | | | |
| Position | Organization/Company | | | | | | | Duration  (in months) | Major Responsibilities  (Not more than five bullet points) | | | | | | | Reasons of Leaving | |
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| **Education & Professional Degree: (Start with the highest degree)** | | | | | | | | | | | | | | | | | |
| Institution | | | | | | | | Degree/Examination/Field of Study | | | Passing Year | | | | | | Result |
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| **Training/Workshop/Seminar (relevant to the position you applied for)** | | | | | | | | | | | | | | | | | |
| Training/Workshop/Seminar | | | | | | Institution | | | Subject | | | | | | | | Dates & Duration |
|  | | | | | |  | | |  | | | | | | | |  |
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| **Reference:**  (We prefer the direct supervisor as Reference. Please be inform that we will get your agreement before we will communicate to your reference until we have ) | | | | | | | | | | | | | | | | | |
| Details | Reference 1: | | | | | | | Reference 2: Reference 3: | | | | | | | | | |
| Name: |  | | | | | | |  | | |  | | | | | | |
| Designation: |  | | | | | | |  | | |  | | | | | | |
| Organization: |  | | | | | | |  | | |  | | | | | | |
| Mailing Address: |  | | | | | | |  | | |  | | | | | | |
| Email Address: |  | | | | | | |  | | |  | | | | | | |
| Telephone Numbers: |  | | | | | | |  | | |  | | | | | | |
| Relationship: |  | | | | | | |  | | |  | | | | | | |
| **Declaration** | | | | | | | | | | | | | | | | | |
| 1. Have you ever been found by a previous employer to have violated an organizational policy? Please respond with “yes” or “no.” If the answer is “yes,” please indicate the policy that was violated.   **Ans.**   1. Have you ever been terminated, been asked to resign, or mutually parted ways with an employer because of your violation of a company policy? Please respond with “yes” or “no.”   **Ans.**   1. Have you ever been the subject of an investigation into allegations of misconduct?   **Ans.**   1. Have you ever been subject to disciplinary proceedings or measures?   **Ans.**   1. State any other relevant facts. Include information regarding any residence outside the country of your nationality.   **Ans.** | | | | | | | | | | | | | | | | | |
| Iconfirm that the information provided on this form is correct and complete to the best of my knowledge. I authorize Habitat for Humanity to verify as necessary. | | | | | | | | | | | | | | | | | |
| Signature: | | |  | | | | | Date: | | | |  | | | | | |