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| **Attach Your Photo** | | **Sesame Workshop  Employment Application Form**  (Please fill up the form and submit together with your Resume. All information will be treated with confidentiality) | | | | | | | | | | |
| **Position Applied for:** | |  | | | | | | | | | | |
| **Expected Salary/month:** | |  | | | | | | | | | | |
| **Required Notice Period:** | | Choose an item. | | | | | | | | | | |
| **Screening Q1:** **Do you have experience in designing and implementing MEL frameworks for development projects? (Yes/No) If yes, briefly describe your experience.**  **Ans:** | | | | | | | | | | | | |
| **Screening Q2: Are you proficient in using data analysis and visualization tools (e.g., Excel, SPSS, Powerpoint, Power BI, or any other tools)? (Yes/No) Please list the tools you have used.**  **Ans:** | | | | | | | | | | | | |
| **Screening Q3: Have you worked on preparing project reports and conducting impact assessments? (Yes/No) If yes, provide an example of a project where you contributed to MEL activities.**  **Ans:** | | | | | | | | | | | | |
| **PERSONAL DETAILS** | | | | | | | | | | | | |
| **Applicant’s Full Name:** | | | | | | | | | | | | |
| Mother’s Name: | | | | | | Father’s Name: | | | | | | |
| Date of Birth: | | | | | | National ID/or Passport No: | | | | | | |
| Present Address: | | | | | | | | | | | | |
| Permanent Address: | | | | | | | | | | | | |
| E-mail address: | | | | | | Alternative Email Address: | | | | | | |
| Contact number: | Cell no 1: | | | | | | | LinkedIn ID: | | | | |
| Cell no 2: | | | | | | |
| **PRESENT/LATEST EMPLOYMENT DETAILS** | | | | | | | | | | | | |
| **Current or Most recent job 1:** | | | | | | | | | | | | |
| **Job Title:** | | | | | | | | | | | | |
| **Organization Name and Address:** | | | | | | | | | | | | |
| **Last gross salary and mention other benefits:** | | | | | | | | | | | | |
| **Duration in employment: From: Click or tap to enter a date. To: Click or tap to enter a date.** | | | | | | | | | | | | |
| **Major Responsibilities:**   * **.** | | | | | | | | | | | | |
| **Reason for Leaving:** | | | | | | | | | | | | |
| **Most recent job 2:** | | | | | | | | | | | | |
| **Job Title:** | | | | | | | | | | | | |
| **Organization Name and Address:** | | | | | | | | | | | | |
| **Organization Name and Address:** | | | | | | | | | | | | |
| **Job Title:** | | | | | | | | | | | | |
| **Monthly gross salary with other benefits:** | | | | | | | | | | | | |
| **Duration in employment: From: Click or tap to enter a date. To: Click or tap to enter a date.** | | | | | | | | | | | | |
| **Major Responsibilities:**   * **.** | | | | | | | | | | | | |
| **Reason for Leaving:** | | | | | | | | | | | | |
| **PREVIOUS EMPLOYMENT DETAILS (IF APPLICABLE)** | | | | | | | | | | | | |
| **Position** | | | **Organization Address** | | | | | | **Duration** | | | |
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| **EDUCATIONAL QUALIFICATIONS**  **(Start with the highest qualification including formal and non-formal academic programs)** | | | | | | | | | | | | |
| **Degree and Subject** | | **Result** | | **Passing Year** | | | **Institution** | | | | | |
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| **TRAINING and OTHER PROFESSIONAL DEVELOPMENT COURSES**  **(Kindly use additional rows if needed)** | | | | | | | | | | | | |
| **Relevant Training/Workshop/Seminar** | | | | | **Institution** | | | | | **Inclusive Dates** | | |
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| **REFERENCES**  **(Before we reach your references, we will contact you for your consent)** | | | | | | | | | | | | |
| **Reference 1** | | | | | | **Reference 2** | | | | | | |
| Name: | | | | | | Name: | | | | | | |
| Job Title | | | | | | Job Title | | | | | | |
| Organization: | | | | | | Organization: | | | | | | |
| Mailing Address: | | | | | | Mailing Address: | | | | | | |
| Contact Number: | | | | | | Contact Number: | | | | | | |
| E-mail address: | | | | | | E-mail address: | | | | | | |
| Relation with Applicant: Choose an item. | | | | | | Relation with Applicant: Choose an item. | | | | | | |
| **OTHER PERSONAL DETAILS** | | | | | | | | | | | | |
| a. Have you ever terminated from your employment? If yes, please explain the reason. | | | | | | | | | | | **Yes** | **No** |
|  |  |
| b. Have you worked in Sesame Workshop before? If yes mention name, job title, and duration. | | | | | | | | | | | **Yes** | **No** |
| b. Do you have any relatives working in Sesame Workshop? If yes mention name, job title, relationship, and place of work. | | | | | | | | | | | **Yes** | **No** |
|  |  |
|  |  |
| **CRIMINAL RECORD** | | | | | | | | | | | | |
| 1. Have you got any criminal convictions? If yes, please specify. 2. Have you ever found guilty of violating child safeguarding policy. | | | | | | | | | | | **Yes** | **No** |
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| **DECLARATION** | | | | | | | | | | | | |
| I confirm that the information provided above, and in any attachment, are correct and I understand that any false statement or information could impact my recruitment.  **Signature: Date:** | | | | | | | | | | | | |
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**Disclaimer**

*Sesame Workshop Bangladesh is an equal opportunity employer. All employment decisions are based on the business needs, job requirements, suitability of the candidate and funding approval by the donor. Sesame Workshop Bangladesh strictly follows the****Child Safeguarding Policy, Diversity, Equity and Inclusion, and the Anti-Trafficking in Persons Policy.****These have been developed to ensure the maximum protection of program participants from exploitation, and to clarify the responsibilities of SWB staff, consultants, visitors to the program and partner organization, and the standards of behaviour expected from them.*