



Marshall Islands Social Security Administration
 P.O. Box 175, Majuro, Marshall Islands, MH 96960
 Phone: (692)625-3101, Fax: (692)625-4570, Email: missa3@ntamar.net

Application for Employment

Personal background

Last name	First name	Middle name	Position applied for
------------------	-------------------	--------------------	-----------------------------

Address: _____	Telephone no.: Home: _____ Office: _____	E-mail address: _____
		Nationality: _____

Civil Status: [] Single [] Divorced [] Married [] Widow(er)	Sex: [] Male [] Female	Date of birth: _____ Age on last birthday: _____ Social Security No. _____	Minimum salary desired: bi-weekly: \$ _____ hourly : \$ _____
------------------------------------------------------------------------------	---------------------------------------	-------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------

Contact person (in case of emergency):

Name: _____ Address: _____ Telephone No: _____
 Relationship: _____ E-mail: _____

Personal references: List 2 persons not related to you who have definite knowledge of your qualifications and fitness to the position applied for.

Name: _____	Name: _____
Address: _____	Address: _____
Telephone no: _____	Telephone no: _____

Do you know or are you related to any MISSA Employee or Board Member? If yes, indicate his/her name & relationship.

[] Yes [] No Name: _____ Relationship _____

Educational background

Masteral/Doctorate degree: _____ **Years attended:** From _____ to _____

Name of University/College: _____ **Address:** _____

[] Graduated [] Not completed If not completed, how many semesters/units/credits were earned? _____

Bachelor's degree: _____ **Major in:** _____ **Years attended:** From _____ to _____

Name of University/College: _____ **Address:** _____

[] Graduated [] Not completed If not completed, how many semesters/units/credits were earned? _____

Associate degree: _____ **Years attended:** From _____ to _____

Name of University/College: _____ **Address:** _____

Graduated Not completed If not completed, how many semesters/units/credits were earned? _____

<u>Other Courses/Trainings taken</u>	<u>Conducted by/Address</u>	<u>From</u>	<u>To</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

High School **Years attended:** From _____ to _____

Name of School: _____ **Address:** _____

Graduated Not completed If not graduated, how many year(s) was/were completed? _____

Elementary/Grade School: **Years attended:** From _____ to _____

Name of School: _____ **Address:** _____

Graduated Not completed If not graduated, how many year(s) was/were completed? _____

<u>Honors/Awards/Citations Received</u>	<u>Received from/Address</u>	<u>Date</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Employment background

(start from the most recent)

Employer name: _____ **Address:** _____

Position title: _____ **Date hired:** _____ **Date separated:** _____

Job Description: 1. _____

2. _____

3. _____

Employer name: _____ **Address:** _____

Position title: _____ **Date hired:** _____ **Date separated:** _____

Job Description: 1. _____

2. _____

3. _____

Employer name: _____ **Address:** _____

Position title: _____ **Date hired:** _____ **Date separated:** _____

Job Description: 1. _____

2. _____

3. _____

Employer name: _____ Address: _____

Position title: _____ Date hired: _____ Date separated: _____

Job Description: 1. _____

2. _____

3. _____

Note: Please attach cover letter, CV/Resume, school and employment credentials if available.

Name & Signature of Applicant _____ Date: _____