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State Mining Corporation Limited



Employment Application Form

Post applied for: _____

Affix Passport Size
Photograph

PERSONAL DETAILS

Name: _____ (Mr/Ms): _____

Date of Birth: _____ CID No. _____

House No. _____ Thram No. _____

Village: _____ Gewog _____

Dungkhag _____ Dzongkhag _____

Current Address: _____

Email: _____ Contact No. _____

Are you currently employed? Yes No

Are you available to commence employment immediately?

EDUCATION

Name of School/College	Course/Program	Year		Country	Certificate/Diploma/ Bachelor/Master
		From	To		

**Use additional sheet if required.*

EMPLOYEE’S EXPERIENCE

Please list your current/recent employer first.

Employer: 1

Name of Employer _____

Address: _____ Contact No _____

Immediate Manager/Supervisor	Position held	Duration Employed		Reason for leaving
		From	To	

Employer: 2

Name of Employer _____

Address: _____ Contact No _____

Immediate Manager/Supervisor	Position held	Duration Employed		Reason for leaving
		From	To	

Employer: 3

Name of Employer _____

Address: _____ Contact No _____

Immediate Manager/Supervisor	Position held	Duration Employed		Reason for leaving
		From	To	

**Use additional sheet if required.*

REFEREES

Please provide contact details for two referees for your application, at least one of which must be a professional referee.

Referee 1

Name: _____ Title: _____ Position: _____

Relationship to Applicant: _____

Address: _____

Contact No: _____ Email: _____

Referee 2

Name: _____ Title: _____ Position: _____

Relationship to Applicant: _____

Address: _____

Contact No: _____ Email: _____

SPECIALIZED SKILLS & QUALIFICATIONS

Please list any additional skills/memberships/licenses/certificates you feel support your application:

*You may use additional sheets if required

DECLARATION

Please read carefully and sign the statement below:

I understand and agree that:

The information I have provided on this application is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume, or any other materials, or during interviews, can justify the refusal of employment, or if employed, the termination of employment.

Any offer of employment I may receive from SMCL is contingent upon my successful completion of the company's pre-employment screening process, including SMCL receiving references it considers satisfactory.

All of my present and former employers and those individuals I have listed as references may be requested to furnish information about my employment record, including a statement of the reason for the termination of my employment, work performance, abilities and other qualities pertinent to my qualifications for employment.

I agree to SMCL keeping this application on file for the purposes of considering my current application and also in the event that future vacancies arise for which I may be suitable.

Signature:.....
Affix Legal Stamp

Name:.....

Date:.....