



EMPLOYEE REGISTRATION FORM

PERSONAL BIODATA

Name: _____
 First name _____ Middle name _____ Last name _____

Gender: Male Female Primary Email: _____

Primary Phone Number: _____ Country of Residence: _____

State of Residence: _____ Residential Address: _____

Maiden Name: _____ Marital Status: Single Married

Highest Educational Qualification: _____

JOB DESCRIPTION

Describe Job on Offer: _____

ADDITIONAL INFORMATION

Date of Birth: _____ Nationality: _____

State: _____ City/Town: _____

Secondary Phone Number: _____ Secondary Email: _____

Physical Features: _____ BVN: _____

Form of ID: _____
 National ID Number _____ Driver's Licence Number _____ Passport Number _____

Do you have children? Yes / No, If yes,

1. Gender Male Female Age: _____ 2. Gender Male Female Age: _____

3. Gender Male Female Age: _____ 4. Gender Male Female Age: _____

YOUR LAST 3 MOST RECENT EMPLOYERS

Employer Name: _____

Employer Address: _____

Phone No.: _____ Email: _____ Start Date: _____ End Date: _____

Contract Type: Full-time Contract Part-time

Can this employer be contacted for reference? Yes No

Job Description: _____

Best way to reach employer: Phone Email

Employer Name: _____
Employer Address: _____
Phone No.: _____ Email: _____ Start Date: _____ End Date: _____
Contract Type: Full-time Contract Part-time
Can this employer be contacted for reference? Yes No
Job Description: _____
Best way to reach employer: Phone Email

Employer Name: _____
Employer Address: _____
Phone No.: _____ Email: _____ Start Date: _____ End Date: _____
Contract Type: Full-time Contract Part-time
Can this employer be contacted for reference? Yes No
Job Description: _____
Best way to reach employer: Phone Email

NEXT OF KIN

Name: _____ Relationship to you: _____
Occupation: _____ Phone Number: _____
Address: _____

NOTES



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