



**KEMENTERIAN HAL EHWAL UGAMA
MINISTRY OF RELIGIOUS AFFAIRS
NEGARA BRUNEI DARUSSALAM**

**APPLICATION FORM FOR SITE STAFF
KEMENTERIAN HAL EHWAL UGAMA
NEGARA BRUNEI DARUSSALAM**

Please read the following instructions carefully:

1. Please ensure that every post for which you are applying meets the conditions required.
2. Application which do not meet the requirements will not be considered.
3. Applicant must attach their application together with their CVs and copy of their certificates with a non-returnable passport photo and a copy of their smart card / passport.

| SECTION I | | |
|---------------------------------|-------------------------------|--|
| Recent Photo (Passport Size) | POST APPLIED FOR Job Title | |
| | POST APPLIED FOR Job Title | |
| | POST APPLIED FOR Job Title | |

Section II – To be complete by all applicants

PERSONAL PARTICULARS

| |
|--|
| Full Name (as shown in smart card / Passport) in BLOCK LETTERS |
| |
| |

| | | |
|----------------------|------------|-----------------------|
| Date of Birth | Age | Place of Birth |
| | | |

| | | |
|---|---------------|----------------------|
| Brueni Darussalam Smart card no. (if applicable) | Colour | Date of Issue |
| | Yellow | |
| | Purple | |
| | Green | |

| | | | |
|-----------------------|--|-----------------------|--|
| Passport No. | | | |
| Place of Issue | | | |
| Date of Issue | | Date of Expiry | |

| | | | | | | |
|-----------------------|--|----------------|--|-----------------|--|--------------|
| Gender | | Male | | Female | | |
| Marital Status | | Single | | Married | | Widow |
| | | Widower | | Divorced | | |
| Race | | | | | | |
| Religion | | | | | | |

| |
|---|
| Details of driving license (if applicable) |
| |

Section III – [Please attach Copies of Certificates]

ACADEMIC DETAILS

A)

i. General Certificate of Education Ordinary Level or its equivalent

| |
|-------------------------------|
| 1.Title of Examination |
| |

| |
|-------------------------|
| School / College |
| |

| Grade / Division | Date of Certificate | | | | | | | | | | | | | | | | |
|---|----------------------------|---|--|--|---|--|--|--|---|--|--|---|--|--|---|--|--|
| <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | | | | | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| Code | Subjects | Grade |
|------|----------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

| |
|-------------------------------|
| 2.Title of Examination |
| |

| |
|-------------------------|
| School / College |
| |

| Grade / Division | Date of Certificate | | | | | | | | | | | | | | | | |
|---|----------------------------|---|--|--|---|--|--|--|---|--|--|---|--|--|---|--|--|
| <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | | | | | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| Code | Subjects | Grade |
|------|----------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

ii. General Certificate of Education Advance Level or its equivalent

| |
|-------------------------------|
| 1.Title of Examination |
| |

| |
|-------------------------|
| School / College |
| |

| | | | | | | | | | | | | | | | | | |
|---|----------------------------|---|--|--|---|--|--|--|---|--|--|---|--|--|---|--|--|
| Grade / Division | Date of Certificate | | | | | | | | | | | | | | | | |
| <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | | | | | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| Code | Subjects | Grade |
|------|----------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

| |
|-------------------------------|
| 2.Title of Examination |
| |

| |
|-------------------------|
| School / College |
| |

| | | | | | | | | | | | | | | | | | |
|---|----------------------------|---|--|--|---|--|--|--|---|--|--|---|--|--|---|--|--|
| Grade / Division | Date of Certificate | | | | | | | | | | | | | | | | |
| <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | | | | | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| Code | Subjects | Grade |
|------|----------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

iii. General Certificate of Education Ordinary National Diploma or its equivalent

| |
|-------------------------------|
| 1.Title of Examination |
| |

| |
|-------------------------|
| School / College |
| |

| | | | | | | | | | | | | | | | | | |
|---|----------------------------|---|--|--|---|--|--|--|---|--|--|---|--|--|---|--|--|
| Grade / Division | Date of Certificate | | | | | | | | | | | | | | | | |
| <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | | | | | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| Code | Subjects | Grade |
|------|----------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

| |
|-------------------------------|
| 2.Title of Examination |
| |

| |
|-------------------------|
| School / College |
| |

| | | | | | | | | | | | | | | | | | |
|---|----------------------------|---|--|--|---|--|--|--|---|--|--|---|--|--|---|--|--|
| Grade / Division | Date of Certificate | | | | | | | | | | | | | | | | |
| <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> | | | | | | | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | | | | | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| Code | Subjects | Grade |
|------|----------|-------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

B)

i. High National Diploma or its equivalent

| Title of Examination | Result of Examination | Date of Awarded | | | | | | | | |
|----------------------|-----------------------|---|--|--|---|--|--|---|--|--|
| | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | |

| |
|------------------------------|
| Name of University / College |
| |

| Date of Course Began | Date of Course Ended | | | | | | | | | | | | | | | | |
|---|----------------------|---|---|--|---|---|--|--|---|--|--|---|--|--|---|--|--|
| <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| |
|---|
| Subjects taken in the final Examination. Please state results if applicable |
| |
| |
| |
| |
| |
| |
| |

ii. Bachelor Degree or its equivalent

| Title of Examination | Result of Examination | Date of Awarded | | | | | | | | |
|----------------------|-----------------------|---|--|--|---|--|--|---|--|--|
| | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | |

| |
|------------------------------|
| Name of University / College |
| |

| Date of Course Began | Date of Course Ended | | | | | | | | | | | | | | | | |
|---|----------------------|---|---|--|---|---|--|--|---|--|--|---|--|--|---|--|--|
| <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| |
|---|
| Subjects taken in the final Examination. Please state results if applicable |
| |
| |
| |
| |
| |
| |
| |

iii. Master Degree or its equivalent

| Title of Examination | Result of Examination | Date of Awarded | | | | | | | | |
|----------------------|-----------------------|--|--|--|---|--|--|---|--|--|
| | | <table><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | |

| Name of University / College |
|------------------------------|
| |

| Date of Course Began | | | | | | | | Date of Course Ended | | | | | | | |
|----------------------|--|---|--|--|---|--|--|----------------------|--|---|--|--|--|--|--|
| | | - | | | - | | | | | - | | | | | |

| Subjects taken in the final Examination. Please state results if applicable |
|---|
| |
| |
| |
| |
| |
| |
| |

iv. Professional Qualifications

| Title of Examination | Result of Examination | Date of Awarded | | | | | | | | |
|----------------------|-----------------------|--|--|--|---|--|--|---|--|--|
| | | <table><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | |

| Name of University / College |
|------------------------------|
| |

| Date of Course Began | | | | | | | Date of Course Ended | | | | | | | |
|----------------------|--|---|--|--|---|--|----------------------|--|---|--|--|---|--|--|
| | | - | | | - | | | | - | | | - | | |

| Subjects taken in the final Examination. Please state results if applicable |
|---|
| |
| |
| |
| |
| |
| |
| |

- v. **Ability to write and / or speak in different languages / dialects. Enter mother tongue first**

| Language | Written Ability | | | Spoken Ability | | |
|----------|-----------------|------|------|----------------|------|------|
| | Fluent | Good | Fair | Fluent | Good | Fair |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Section IV – [To be completed by all Applications]

Please give particulars in chronological order of all previous employment and or occupations including services in the Armed Forces and the Police

| |
|-------------------------|
| 1. Title of Post |
| |

| |
|-----------------------------|
| Nature of Employment |
| |

| |
|----------------------------|
| Reasons for Leaving |
| |

| | |
|--|--|
| Monthly Pension (if applicable) | |
|--|--|

| | | | | | | | | | | | | | | | | | |
|---|-----------------|---|---|--|---|---|--|--|---|--|--|---|--|--|---|--|--|
| Start Date | End Date | | | | | | | | | | | | | | | | |
| <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| | | |
|-------------------------------------|------------------|--|
| Name and Address of Employer | | |
| | | |
| | | |
| | Post Code | |

| |
|-------------------------|
| 2. Title of Post |
| |

| |
|-----------------------------|
| Nature of Employment |
| |

| |
|----------------------------|
| Reasons for Leaving |
| |

| | |
|--|--|
| Monthly Pension (if applicable) | |
|--|--|

| | | | | | | | | | | | | | | | | | |
|---|-----------------|---|---|--|---|---|--|--|---|--|--|---|--|--|---|--|--|
| Start Date | End Date | | | | | | | | | | | | | | | | |
| <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | | <table border="1"><tr><td></td><td></td><td>-</td><td></td><td></td><td>-</td><td></td><td></td></tr></table> | | | - | | | - | | |
| | | - | | | - | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| | | |
|-------------------------------------|------------------|--|
| Name and Address of Employer | | |
| | | |
| | | |
| | Post Code | |

| |
|-------------------------|
| 3. Title of Post |
| |

| |
|-----------------------------|
| Nature of Employment |
| |

| |
|----------------------------|
| Reasons for Leaving |
| |

| | |
|--|--|
| Monthly Pension (if applicable) | |
|--|--|

| | | | | | | | | | | | | | | | | | |
|---|-----------------|---|---|--|---|---|--|--|---|--|--|---|--|--|---|--|--|
| Start Date | End Date | | | | | | | | | | | | | | | | |
| <table border="1"> <tr> <td> </td><td> </td><td>-</td><td> </td><td> </td><td>-</td><td> </td><td> </td> </tr> </table> | | | - | | | - | | | <table border="1"> <tr> <td> </td><td> </td><td>-</td><td> </td><td> </td><td>-</td><td> </td><td> </td> </tr> </table> | | | - | | | - | | |
| | | - | | | - | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| | |
|-------------------------------------|------------------|
| Name and Address of Employer | |
| | |
| | |
| | Post Code |

| |
|-------------------------|
| 4. Title of Post |
| |

| |
|-----------------------------|
| Nature of Employment |
| |

| |
|----------------------------|
| Reasons for Leaving |
| |

| | |
|--|--|
| Monthly Pension (if applicable) | |
|--|--|

| | | | | | | | | | | | | | | | | | |
|---|-----------------|---|---|--|---|---|--|--|---|--|--|---|--|--|---|--|--|
| Start Date | End Date | | | | | | | | | | | | | | | | |
| <table border="1"> <tr> <td> </td><td> </td><td>-</td><td> </td><td> </td><td>-</td><td> </td><td> </td> </tr> </table> | | | - | | | - | | | <table border="1"> <tr> <td> </td><td> </td><td>-</td><td> </td><td> </td><td>-</td><td> </td><td> </td> </tr> </table> | | | - | | | - | | |
| | | - | | | - | | | | | | | | | | | | |
| | | - | | | - | | | | | | | | | | | | |

| | |
|-------------------------------------|------------------|
| Name and Address of Employer | |
| | |
| | |
| | Post Code |

Section V – [To be completed by all Applications]

FAMILY DETAILS

- i. Give relevant details of wife / husband (or former wife / husband)
- ii. If applicant is legally adopted, enter the details of your adoptive parents and state on a separate sheet your age when adopted. If brought up by step parent(s), guardian or anyone acting as parent, give relevant details on a separate sheet.
- iii. If deceased, state nationality at the time of death.

| Item | Applicant's Husband / Wife | Applicant's Father | Applicant's Mother |
|-------------------------------|----------------------------|--------------------|--------------------|
| Full Name | | | |
| Smart Card No. / Passport No. | | | |
| Alias @ | | | |
| Date of Birth | | | |
| Place of Birth | | | |
| Citizenship | | | |
| Occupation | | | |
| Full Address | | | |
| Date of Decease | | | |

Details of Children

| Full Name | Smart Card No. / Passport No. | Gender | Marital Status | Date of Birth |
|-----------|-------------------------------|--------|----------------|---------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Section VI – [To be completed by all Applications]

REFEREES

Referee 1: Professor, Tutor or member of the Academic Staff acquainted with your work and conduct that references can be obtained.

| | | |
|---------------------------|------------------|--|
| Full Name | | |
| | | |
| No. of Years known | | |
| Occupation | | |
| Permanent Address | | |
| | | |
| | | |
| | Post Code | |
| Telephone No. | | |

Referee 2: Present Employer or other officers that can be contacted

| | | |
|---------------------------|------------------|--|
| Full Name | | |
| | | |
| No. of Years known | | |
| Occupation | | |
| Permanent Address | | |
| | | |
| | | |
| | Post Code | |
| Telephone No. | | |

Section VII – [To be completed by all Applications]

| | | | |
|---|--|----------------------|--|
| Permanent Address (in BLOCK LETTERS) | | | |
| | | | |
| | | | |
| | | | |
| Post Code | | Telephone No. | |

| | | | |
|--|--|----------------------|--|
| Postal Address (in BLOCK LETTERS) | | | |
| | | | |
| | | | |
| | | | |
| Post Code | | Telephone No. | |
| Email | | | |

This image shows a full page of white paper with horizontal dotted lines. The lines are evenly spaced and run across the width of the page, providing a guide for handwriting practice. There are no margins, text, or other markings on the page.

I declare that all particulars in this application and the sheets attached hereto are true to the best of my knowledge and belief, and that I have not willfully suppressed any material fact.

| | |
|--|--|
| Signature | |
| Full name (in BLOCK LETTERS) | |
| | |
| Brueni Darussalam Smart card no. / Passport No. | |
| Date | |