

**UAB FORM 1C**

APPLICATION FOR SENIOR LEVEL ADMINISTRATIVE  
POSITIONS  
UNIVERSITY OF GHANA

**CONFIDENTIAL**

APPLICATION FOR APPOINTMENT AS

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**This form is to be completed and returned to the Registrar, University of Ghana, P. O. Box LG25, Legon, Accra, Ghana OR registrar@ug.edu.gh**

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**1. PERSONAL PARTICULARS:**

Surname (BLOCK LETTERS)

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Other Names.....

Address in full

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.....

Email ..... Telephone No .....

Nationality..... Sex: Male.....Female.....

Former Names (if any)

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Date of Birth .....

Marital Status..... Number of Children.....

Sons.....aged.....respectively

Daughters.....aged.....respectively

**2. EDUCATIONAL/PROFESSIONAL QUALIFICATIONS**

(i) Where educated, with dates:

(ii) Particulars of qualifications (university awards - indicating class of degree and professional qualifications, giving the date and place of award).

**3. PRESENT EMPLOYMENT**

Name of Institution/Organization.....

Positions held indicating dates, starting with the most recent:

- (i) .....
- (ii) .....
- (iii) .....
- (iv) .....

Details of current emoluments

- (i) Basic salary in your present position .....
- (ii) Allowances.....
- (iii) Others.....

**4. PREVIOUS EMPLOYMENT**

**Organisation**

**Dates Worked**

**Position Held**

(i) .....	.....	.....
.....	.....	.....
(ii) .....	.....	.....
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(iii) .....	.....	.....
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(iv) .....	.....	.....
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**5. Details of relevant work experience, with dates.** *(This may include managerial and administrative leadership positions held; experience with Boards/Committees; fundraising and fund management experience; community involvement; etc.)*

**6. Names, Post Office and Email Addresses of three Referees.**

(i) .....

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Email .....

(ii)

.....

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Email .....

(ii)

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Email .....

*Candidates are advised to request referees to respond promptly to enquiries when made.*

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**7. GENERAL**

(i) Names of learned or professional associations of which the candidate is a member.

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(ii) The space below may be used for any additional details you may wish to provide.

Signature of Applicant..... Date.....