

# UNIVERSITY OF GHANA

## APPLICATION TO JUNIOR AND SENIOR STAFF POSITIONS

This form is to be completed and returned to the Registrar, University of Ghana, **P. O. Box LG 25, Legon.**

Application for appointment as .....  
(State clearly the post for which application is being made)

**IN THE DEPARTMENT/ORGANISATION** .....

**1. PERSONAL PARTICULARS:** (a) Surname: (Mr./Mrs./Miss) .....

**(BLOCK LETTERS)**

(b) First Names: .....

(c) Former names (if any) .....

(d) Present Address in full .....

(e) Telephone No. ....email.....

(f) Date and place of birth (To be supported by copy of Birth Certificate) .....

(g) Nationality..... Home Town .....Region .....

(i) Are you single or married? .....

(j) Name of spouse .....

(k) Number of children (if any). To be supported by copy of birth certificate

Child's name/Date of birth	Child's name/Date of birth

## 2. EDUCATION AND TRAINING

Primary/Secondary/University	Dates	
	From	To

(b) Qualifications, etc. (giving the dates on which each was obtained)

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.....  
.....  
.....

**3. PREVIOUS EMPLOYMENT**

Dates		Name and Address of Employer	Position Held	Salary
From	To			

**4. PRESENT EMPLOYMENT**

Date Employed: .....

Name of Institution/Organization: .....

Address of Institution/Organization: .....

Position Held: ..... Salary: .....

**(b) NAMES AND ADDRESSES OF TWO REFEREES**

(i).....  
.....  
.....

(ii).....  
.....  
.....

5. The space below may be used for any additional information you wish to give

.....  
.....  
.....

6. I certify that the information given on this form is correct. Provision of false information or concealment of any personal information, in the course of filling this form, must be considered a serious offence which will attract sanctions.

Date .....

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*Signature of Applicant*