APPLICATION FORM: EXAMINATION ASSISTANT

For office use: Sequence No:.....



Place **ID Photo** here

CLOSING DATE: 29 APRIL 2016

[NO APPLICATION WILL BE ACCEPTED AT THE PROVINCIAL/DISTRICT OFFICE AFTER THE CLOSING DATE]

INSTRUCTIONS TO COMPLETE THIS FORM

- 1. Supplying fraudulent information on this form, will lead to the immediate disqualification of the applicant.
- Attach the following to this form:
 Certified copy of matric certificate
 - Certified copies of Academic Qualifications
 - Certified copy of your ID Document
 - An ID Photo of yourself. [NB: Write your name on back of photo and attach to top right corner of form]

 Any other supporting documents
- 3. No Faxed applications will be accepted.

Select ONE employment site per application form. Deviation from this requirement shall disqualify your application form.

PERSONAL INFORMATION

ID N	o:													Date of	f Birth	1	9	Υ	Υ	M	М	D	D
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QUALIFICATIONS									
Highest Level Achieve	d Grade 12	Full-Time Te	ertiary Student	Tertiary Qualified					
Year Passed this Leve	I								
Institution Name									
Institution Address									
Institution Tel. No.									
	For T	ertiary Level Applicar	nts Only						
Course you are studying/studied									
Current Academic Year of Study	1st Year	2nd Year	3rd Year						
Other (Specify)									

PREVIOUS EXPERIENCE AS AN EXAMINATION ASSISTANT

YEAR	MARKING CENTRE	OFFICE/MARKING VENUE
2013		
2014		
2015		

REQUIREMENTS TO QUALIFY AS AN EXAMINATION ASSISTANT

- Applicant must be a South African Citizen in possession of a green-bar coded identity document with a valid 13-digit identity number.
- 2. Only applicants who are permanent residents of the Province of the Eastern Cape will be considered.
- Applicants will have to complete an Application Form and attach all certified documents required in order to be considered for selection.
- Previous experience will be considered but it is not a requirement.
- 5. Late applications will NOT be considered.
- 6. Faxed and e-mailed applications will NOT be considered.
- 7. Applications through a third party will NOT be considered.
- 8. Persons who have a relative writing the relevant examination in the period applying for, will not be considered.
- 9. Applicants must not be in other employment for remuneration.
- 10. Applicant must not be an AET Tutor.
- Applicants must be willing to perform reasonable manual tasks requested of them, such as carrying boxes and sweeping working areas.
- 12. Applicants must have completed their examinations at the Tertiary Institution where they are studying before the period of employment as an Examination Assistant commences.
- 13. Fraudulent and incomplete applications will be disqualified.
- 14. Only successful applicants will be contacted and informed of final employment venues and dates
- 15. Examination Assistants who were involved in Irregularities will not be appointed during 2016/17 marking cycle.
- 16 Examination Assistants who disobey the rules at the marking centres will be dismissed immediately from the marking centres, Depot and Capturing Centres.

	DEC	LARATION BY APPLICA	<u>NT</u>					
I understand that incomplete and/or fraudulent information and missing documents or signatures will								
lead to automatic disquali	fication of this	s application. I hereby decl	are that all the informa	ation supplied				
in this application is true a	and correct ar	nd that I meet ALL the abov	e requirements.					
SURNAME & INITIALS		SIGNATURE		DATE				
TO BE SIG	NED BY THE	E /REGISTRAR/RECTOR/I	DISTRICT MANAGER	ł				
To my knowledge the abo a student at the above-me		d information is correct. I c tution	ertify that the above p	erson is/was				
SURNAME & INITIALS		SIGNATURE	DA	ATE				
			UNIVERSITY/DISTRIC	ГЅТАМР				
TO BE SIG	NED BY THE	CHAIRPERSON OF THE	PANEL (Mark with X	.)				
SHORTLISTED		NOT SHORTLISTED						
REASONS FOR NOT SH	IORTLISTING	G :						
								
CHAIRPERSON OF THE	PANEL	SIGNATURE	D	 ATE				

ISSUED BY MARKING PROCESSES KING WILLIAMS TOWN