



ASIAN REINSURANCE CORPORATION
Application for the post of
Vice-President / Deputy Vice President
(Finance, Accounts & Investment Department)

Affix
Passport size
Photograph

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1. Name of Applicant : _____
 2. Nationality : _____ 3. Sex : Male Female
 4. Date of birth : _____
 5. Address for communications :

- Email : _____ Fax No : _____

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6. a) Office Address :

 - Tel. No. : _____
 - b) Home Address :

- Mobile No : _____

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7. Marital status : _____
 8. List of dependents : (spouse & children under 21 years)

<u>Name</u>	<u>Age</u>	<u>Relationship</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

9. State of health. Please indicate if you are suffering from any disability or undergoing treatment currently for any ailment.

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10. Have you ever been arrested, indicted or summoned into court as a defendant in any criminal proceedings or been convicted, fined or imprisoned for the violation of any law (excluding minor traffic violations)? If so, please give full particulars.

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11. Knowledge of languages :

Mother tongue :

Other languages	Read		Write		Speak	
	Easily	Not Easily	Easily	Not Easily	Easily	Not Easily

12. Educational Qualifications :

A - Schools (from age 14 onwards)

Name of School	City, Country	Attendance Period		Certificates or Diploma obtained
		From (DD/MM/YYYY)	To (DD/MM/YYYY)	

B - University or equivalent

Name of institution	City, Country	Attendance Period		Subjects Studied	Degree and academic distinctions obtained
		From (DD/MM/YYYY)	To (DD/MM/YYYY)		

C - Technical / Professional Qualification

Name of institution and city and country	Attendance or Study Period		Subjects Studied	Diploma or Certificate obtained
	From (DD/MM/YYYY)	To (DD/MM/YYYY)		

D - Training Courses attended

Name of institution and city and country	Attendance or Study Period		Subjects Studied
	From (DD/MM/YYYY)	To (DD/MM/YYYY)	

13. A - Employment record : Starting with present post, please list in reverse order.

A. PRESENT POST : Name of employer :
 Title of Post :
 Gross salary :

FROM (DD/MM/YYYY)	TO (DD/MM/YYYY)	Description of duties and responsibilities

B. PREVIOUS POSTS : Name of employer :
 Title of Post :
 Gross salary :

FROM (DD/MM/YYYY)	TO (DD/MM/YYYY)	Description of duties and responsibilities	Reason for leaving

14. A - Information to demonstrate experience in following fields :

(i) Re/insurance Accounting

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(ii) Investment

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(iii) Multi-currency transactions and Management

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(iv) Computer Proficiency

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B - Any other information you wish to submit in support of your application.

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15. References: List three persons not related to you, who are familiar with your character and qualifications

FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION
1.		
2.		
3.		

16. Certificate by applicant :

I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Corporation renders a staff member of the Corporation liable to termination or dismissal.

Place and date :

Signature