

KISII COUNTY GOVERNMENT

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Old Municipal Building
P.O. Box 4552 – 40200
Kisii, Kenya.

COUNTY ASSEMBLY

APPLICATION FOR EMPLOYMENT FORM

Personal details of the applicant

1. Name.....
2. Position applied for
3. Sex
4. a) Date of Birth
- b) Place of Birth
5. Marital Status
6. Mobile Phone No.
7. Email Address
8. ID/NO.
9. PIN NO.
10. Nationality
11. Postal Address
12. Town / City
13. Knowledge of languages (**specify**)

- a)
- b)
- c)

14. Education

Institution	Qualifications	Date
University	~ ~ ~ ~	
College	~ ~ ~ ~	
Others	~ ~ ~ ~	

Employment Record (List in reverse chronologically)

(i) Government Agencies

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(ii) Business or professional corporations

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(iii) Companies

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(iv) Firms/enterprises affiliated to

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(v) Directors/partner/proprietor

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(vi) Consultancy

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16. Honors and Awards (if any)

(i) Scholarships

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(ii) Fellowship

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(iii) Honorary degrees

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(iv) Academic or professional honours

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(v) Honorary society membership

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(vi) Military awards

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17. Membership to professional Associations (where Applicable)

Association	Position held	Dates
(i)		
(ii)		
(iii)		

18. Memberships (Business, Fraternal, scholarly, civic, charitable or other organizations if any)

Organization	Position held	Dates
(i)		
(ii)		
(iii)		
(iv)		
(v)		
(vi)		

19. Published Writing

Title	Publisher	Date of Book
1.		
2.		

3.		
4.		

NB. Supply any four copies of any Reports, Memorandum or policy statements you prepared or contributed in the preparation of any bar association, committee or organization of which you were a member.

20. Public Office, Political Activities and Affiliations

a. List chronologically any public offices you have held or are currently holding, including the terms of service and whether such positions were elected or appointed.

	Office	Terms of office	Elected or Appointed
1.			
2.			
3.			
4.			

b. i) List all membership and offices held and services rendered, whether compensated or not, to any political party or election committee.

	Membership/Office held	Service rendered	Compensated Or not
1			
2			
3			
4			

ii) Have you ever held a position or played a role in a political campaign. If, what was your title and responsibilities. Indicate any linkage you have to a political party at present.

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c. Have you ever been dismissed or otherwise removed from office for a contravention of the provisions of Article 75 of the Constitution?

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d. Have you ever been adversely associated with practices that depict bias, favoritism or nepotism in the discharge of public duties?

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21. Deferred income/ future benefits

List the sources, amounts and dates of all anticipated receipts from deferred income arrangements, stock, options, uncompleted contracts and other future benefits which you expect to derive from previous business relationships, professional services, firm membership

	Source	Amounts	Dates
1			
2			
3			

22. outside commitment during service in office.

Do you have any plans, commitments or agreements to pursue outside employment with or without compensation during your service in office? If so explain.

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23. Sources of income

List sources and amounts of all income received during the calendar year preceding your nomination and in the current calendar year.

	Source	Amount	Year
1.			
2.			
3.			
4.			
5.			

24. Tax Status

Attach your KRA clearance Certificate.

25. Statement of Net Worth (state your financial net worth)

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26. Potential Conflict of Interest

a. Identify the family members or other persons, parties, categories of litigation or financial arrangements that are likely to present potential conflicts-of-interest when you first assume the position to which you have been nominated. Explain how you would address any such conflict if it were to arise.

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b. Explain how you will resolve any potential conflict of interest, including the procedure you will follow in determining these areas of concern.

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27. Pro-Bono/Charity/Work/Donations to charity

Describe what you have done by way of pro bono or charity work, listing specific instances, the amount contributed and the amount of time devoted to each.

	Instance	Amount (Kshs.)	Amount(Time)
1.			
2.			

3.			
4.			
5.			

28. Have you ever been charged in a court of law in the last three years? If so, specify the nature of the charge, whether the matter is ongoing, the present status of the matter, or whether the matter is concluded, the judgment of the court, or otherwise, how the case was concluded.

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29. Have you ever been adversely mentioned in an investigatory report of parliament or any other commission of inquiry in the last three years?

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30. Have you any objection to the making of enquiries with your present employer/referees in the course of consideration of your nomination? If yes, explain.

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31. References

List three persons who are not your relatives who are familiar with your character, qualification and work.

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