

Colegio de San Juan de Letran

HUMAN RESOURCES DEPARTMENT

151 Muralla St., Intramuros, Manila Tel Nos. 527-7693 to 97 loc. 621
Email: hrd@letran.edu www.letran.edu

PICTURE

1 X 1

APPLICATION FORM

POSITION DESIRED: _____

I. PERSONAL INFORMATION

Surname First Name Middle Name Nickname

City Address: _____

Telephone No: _____ Mobile. No: _____

Provincial Address: _____

Age: _____ Sex: _____ Birthdate: _____ Birthplace: _____

Civil Status: _____ Citizenship: _____ Religion: _____

TIN: _____ SSS: _____

PAG-IBIG: _____ Philhealth _____

II. EDUCATIONAL INFORMATION

School/Address	Course/Degree	Inclusive Dates	Honors/Awards/Scholarship
Elementary:			
High School:			
College:			
Graduate School:			
Others:			

(Continue on separate sheet if necessary)

Professional Licenses

Exam/Board/Bar Passed	Date of Exam	Rating	Place of Exam
1.			
2.			
3.			
4.			
5.			

III. WORK EXPERIENCE

Company/Address	Position	Inclusive dates	Last Salary	Reason for Leaving
1.				
2.				
3.				
4.				
5.				

(Continue on separate sheet if necessary)

IV. ADDITIONAL QUALIFICATION

Special Skills _____

Languages / Dialects you can speak and write _____

Machines / Equipment you can operate _____

Please identify any additional knowledge, publication awards that will be helpful to us in considering your application for employment:

Do you have any physical, psychological impairments that would interfere with your ability to perform for the job for which you are applying? [] YES [] NO

If yes, please explain:

