



**Application Form for the ZeShan English Tutor Positions
Student Services Centre**

Photo

NOTES FOR APPLICANTS

- (1) Please attach a copy of your updated curriculum vitae.
- (2) The information provided in this form will be used for appointment to Lingnan University and other employment-related purposes (e.g. for departmental review, announcement of new appointments). It may be provided to any internal/external assessors where applicable, authorised by the University to process the information for purposes relating to appointment at the University.
- (3) Information provided by unsuccessful candidates will be destroyed after the appointment exercise has been completed.

I PERSONAL PARTICULARS

Surname	Given name(s) in full	Title: *Prof./Dr./Mr./Mrs./Miss/Ms. *Please delete whichever is inapplicable	
Date of birth (DD / MM / YY)	Place of Birth	Nationality	Passport
Present address			
Correspondence address (if different from the address given above)			
Residential telephone no.		Office telephone no.	
Mobile phone no.		Private fax no.	
Email address		Languages spoken /written :	

II ACADEMIC QUALIFICATIONS

Institution	Qualification obtained	Year of award

III WORKING EXPERIENCE

Period	Company / Position	Major duties

IV EXTRA-CURRICULAR ACTIVITIES (use separate sheet if required)

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V OTHER RELEVANT INFORMATION (use separate sheet if required)

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VI REFEREES

Please request two referees to provide a confidential reference on your behalf. Letters of reference should be in sealed envelopes and submitted together with this application form.

Name: _____ Relationship : _____

Organisation: _____ Position : _____

Telephone: _____ Fax/Email address : _____

Address: _____

Name: _____ Relationship : _____

Organisation: _____ Position : _____

Telephone: _____ Fax/Email address : _____

Address: _____

VII STATEMENT (Use separate sheet if required)

Say why you would like to become a ZeShan English Tutor, indicating what you would bring to the duties and what you would hope to get out of it.

VIII DECLARATION

I declare that the information given in this sheet and my curriculum vitae is correct and complete to the best of my knowledge. I understand that if I willfully give false information or withhold any material information, Lingnan University has every right to rescind any verbal/written offer of employment and I shall be liable to dismissal if I were eventually appointed by the University.

Applicant's signature

Date

IX Endorsement by appropriate University Administrator (e.g. Director of International Exchanges)

Signature :

Name :

Position:

Date :