



**THE COUNTY GOVERNMENT OF MOMBASA**  
**MOMBASA COUNTY PUBLIC SERVICE BOARD**

**APPLICATION FOR EMPLOYMENT FORM**

Tel: +254 715631914/ +254 780564465 Email: [info.mcpsb@mombasa.go.ke](mailto:info.mcpsb@mombasa.go.ke)

Please complete this form in **BLOCK** letters as appropriate and submit to the Secretary, Mombasa Public Service Board,  
P.O.BOX 80076-80100MOMBASA, KENYA

Vacancy/Post Title: .....

Department: .....

Name of applicant: ..... Title:.....  
(Surname) First Name Other Name(s) (Prof/Dr/Mr/Mrs/Miss/Ms/Rev)

Date of Birth: ..... Gender: .....  
(dd-mm-yyyy)

Nationality:..... ID No/Passport No: .....

Permanent Address:..... Postal Code: .....

County of Residence : ..... Sub County:.....

Constituency:..... Ward:.....

Current Postal Address:..... Mobile:.....

E-mail Address:.....

Alternative contact person:.....

Telephone:.....

Present Substantive Post:..... Job group:.....

Effective date:.....

(dd-mm-yyyy)

Do you suffer from any physical impairment?

If yes, give details.....

Have you ever been convicted of any criminal offences or a subject of probation order?

.....

Have you ever been dismissed or otherwise removed from employment?

If Yes, State reason (s) for dismissal/removal.....

Effective date: .....

(dd-mm-yyyy)

Have you ever been interviewed by Mombasa Public Service Board before?

If Yes, State the Post (s):.....

*(Declaring the above information will not necessarily debar an applicant from employment in Mombasa Public Service. Each case will be considered on its own merit)*

**Academic/Professional/Technical Qualifications (starting with the Highest)**

Duration	University/College/ Institution/School	Award/Attainment (e.g Degree, Diploma, Certificate)	Courses (e.g PHD, MSC, BA	Subject (Econ, Maths e.t.c)	Class/Grade

**Other Relevant Courses and Training/Registration/Membership to professional Bodies/Institution**

Year	Institution /College	Course	Details

**Employment Details (starting with the most recent)**

Duration	Employers Name	Position/Rank/Designation	Job Group

Briefly state your current duties, responsibilities and assignments

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

Please give details of your abilities, skills and experience which you consider are relevant to the position applied for. The information may include an outline of your most recent achievements and your reasons for applying

.....  
.....  
.....  
.....  
.....  
.....

**Personal References**

*The names of distinguished persons should not be used unless they really know you well; the names of relatives or of those from whom you send testimonials should not be used. The names of members or staff of the Public Service Board of Mombasa should also not be used.*

1. Full Name: .....

Address:.....

Telephone No:.....

E-mail address:.....

Occupation:.....

Period for which he/she has known you:.....

2. Full Name: .....

Address:.....

Telephone No:.....

E-mail address:.....

Occupation:.....

Period for which he/she has known you:.....

**Declaration:**

I hereby certify to the best of my knowledge that the particulars given on this form are correct and I understand that any incorrect information may lead to disqualification/legal action.

Date: .....

(dd-mm-yyyy)Signature of the Applicant