



Shangri-La Centre

ULAANBAATAR

Shangri-La Ulaanbaatar LLC Employment Application Form

Position Applied
For:

1st Choice:

2nd Choice:

Photo

Monthly salary
expected:

Date available for
employment:

Willing to work on night shift
or rotating shift?

Yes

No

PERSONAL DATA

First Name:

Last Name:

Short Name:

Age:

Date of Birth:

Registration
No.:

Gender:

Male

Marital Status:

Female

Nationality:

City of Origin:

Citizenship
Status:

Registration
No.:

Residence
Address:
(Postal Code)

E-mail Address:

Mobile Tel.No:

Social Media Accounts:

Linkedin -

Facebook -

Twitter -

Skype -

FAMILY STATUS

Name of Father: Age: Tel.No.:
Occupation:

Name of Mother: Age: Tel.No.:
Occupation:

Name of Spouse: Age: Tel.No.:

Number of Children: *Age (If you have more than one child, please list your children's ages):*

Person to contact incase of emergency: Name: Relationship:
Address: Tel.No.:

How do you know about the job opportunity?

Do you have relatives in Shangri-La Ulaanbaatar LLC? No
Yes (If yes, what is the relationship?)

EMPLOYMENT RECORD *(List your previous employers, beginning with the most recent.)*

1. Name of Organization: Position:
Dates Employed: *From:* *Until:* Monthly Gross Salary:
Reason for Leaving:
Name & Title of Direct Supervisor: Company Tel.No.:

2. Name of Organization: Position:
Dates Employed: *From:* *Until:* Monthly Gross Salary:
Reason for Leaving:
Name & Title of Direct Supervisor: Company Tel.No.:

3. Name of
Organization:

Position:

Dates Employed: *From:*

Until:

Monthly Gross
Salary:

Reason for
Leaving:

Name & Title of
Direct Supervisor:

Company Tel.No.:

4. Name of
Organization:

Position:

Dates Employed: *From:*

Until:

Monthly Gross
Salary:

Reason for
Leaving:

Name & Title of
Direct Supervisor:

Company Tel.No.:

EDUCATIONAL RECORD (*List in order beginning with the most recent.*)

TERTIARY EDUCATION

1. Name of School:

Major:

Degree:

Years
Attended:

From:

Until:

2. Name of School:

Major:

Degree:

Years
Attended:

From:

Until:

3. Name of School:

Major:

Degree:

Years
Attended:

From:

Until:

SECONDARY EDUCATION

1. Name of School:

Years Attended
(*Month/Year*):

2. Name of School:

Years Attended
(*Month/Year*):

TRAININGS

1. Name of
Organization:

Certificate:

2. Name of
Organization:

Certificate:

3. Name of
Organization:

Certificate:

4. Name of
Organization:

Certificate:

SKILLS

ENGLISH LANGUAGE SKILL:

	Bad	Neutral	Good	Very Good
Speaking				
Writing				
Listening				

COMPUTER SKILLS :

OTHER SPECIAL SKILLS:

OTHER INFORMATION

1. Have you ever been dismissed from any employment because of misconduct or unsatisfactory performance?

No

Yes (If yes, please explain)

2. Have you ever been investigated for criminal offences or reeducated through labor?

No

Yes (If yes, please explain)

3. May we ask your previous employer for references regarding your qualifications and performance?

Yes

No (If no, please explain)

HEALTH

Height:

Weight:

Blood Type:

Do you have physical defects? If so, please describe briefly.

Have you ever suffered from any injuries, illness or taken any surgical operation? If so, please give details.

HOBBIES & INTEREST

Please list your hobbies & interests:

REFERENCES

1. Name & Title:

Current Position/
Company:

When was he/she your supervisor?

Address &Tel.No.:

2. Name & Title:

Current Position/
Company:

When was he/she your supervisor?

Address &Tel.No.:

3. Name & Title:

Current Position/
Company:

When was he/she your supervisor?

Address &Tel.No.:

DECLARATION

I certify that to the best of my knowledge, the foregoing statements given by me are true and correct. I understand that if I am employed, any misrepresentation or omission by me herein will be sufficient cause for dismissal from the service of Shangri-La Ulaanbaatar LLC without notice or payment in lieu of notice. Upon this application becoming successful, I understand that I will be required to take a pre-employment medical examination and I agree to refund the expense to the company if I resign within the probationary period.

Applicant's
Signature:

Date: