PHOTO

ASIAN AVIATION TRAINING CENTRE LTD.
OFFICE STAFF APPLICATION FORM

Position applied for		Expected starting salary	
Required documents ❑ 2" photographs ❑ Copy of Residence Certificate ❑ Copy of ID. Card/Passport ❑ Copy of Education Certificate			

PERSONAL BACKGROUND

Name: …… Lastname: ……		Gender ❑ Male ❑ Female	
Date of Birth:	Nationality:	Race:	Religion
Age:	Height:	Weight:	Blood group:
Mobile No.:	Home No.:	Office No.:	Email:
Current Address:			
Permanent Address:			
ID. Card / Passport No.:		Issued at:	
Issued date:		Expired date:	
Living Status ❑ Own home ❑ Rent home ❑ Live with parents ❑ Live with other			
Martial Status ❑ Single ❑ Married ❑ Divorced ❑ Widowed ❑ Separated			
If married ❑ Registered ❑ Non-registered		Spouse has any income? ❑ Yes ❑ No	
Spouse's name:		Occupation:	
No. of children:	Children in school:	Children over 21 years:	
Military service: ❑ Exempted ❑ Military Studied ❑ Discharged ❑ Other…….			

EDUCATIONAL BACKGROUND

Education	Institute	Country	Year attended		Course taken/Completed
			From	To	
Secondary					
Vocational					
Higher vocational					
Bachelor Degree					
Other					

LANGUAGES

Type of Language	Speaking			Understanding			Reading			Writing		
	Exc.	Good	Fair	Exc.	Good	Fair	Exc.	Good	Fair	Exc.	Good	Fair
English												
Thai												
Chinese												
……..												

EMPLOYMENT HISTORY

List of employed	Country	Year attended		Position	Last salary
		From	To		

REFERENCES

Please give three referees who have supervised you within the last 10 years

Name	Position	Firm address	Telephone / Email

Do you have any friends or relatives working at AATC? ❑ Yes ❑ No

Please specify the name……..... Relationship…….

I hereby to certify that all of the statements in this application are true and correct to the best of my knowledge and any false information wilfully given shall be sufficient reason to dismiss me from the service.

…… ……/……/……

Applicant's signature Date

FOR STAFF USE ONLY

Interviewer: ……..…….. Date of Interview: ……..

Decision reached: …… Position for which considered…….....

Date of employment: ……Report to: …….. Probation term: ……

Salary: …… Other conditions: ……

Approved by: ……. … Remark: …….