

GRADUATE DEVELOPMENT PROGRAMME APPLICATION

What is the purpose of this form? -

To assist the National Treasury in selecting candidates for the Graduate Development Programme

This form may be used to identify candidates to be interviewed

Since all applicants cannot be interviewed, you need to fill in this form completely, accurately and legibly.

This will help to process your application fairly.

Notes:

This document is not in any way an agreement or commitment

The selection of learners is totally dependent on excellent results obtained and the outcome of the selection process

Who should complete this form?

Only candidates wishing to apply for an Internship or TOPP position in the National Treasury

Additional Information Required

Cover letter stating your field of interest

Comprehensive CV

Certified Copy of ID

Passport size full color ID photo

Certified copies of all academic transcripts

PART A: GRADUATE DEVELOPMENT PROGRAMME

Year :

Please select the appropriate box

Programme Applying for:

TOPP

Internship

State the field of interest that you applying for:

Are you a National Treasury / Thuthuka bursary holder?

Yes

No

PART B: PERSONAL INFORMATION

Name

Surname

ID Number

Date of birth

 / /

Attach
Passport
Photo here

*Gender

Female

Male

*Race

African

White

Coloured

Indian

Do you have a disability?

Yes

No

Are you a South African citizen?

Yes

No

If no, what is your nationality?

Have you ever been convicted of a criminal offence or been dismissed from employment?

Yes

No

If your profession or occupation requires state or official registration, provide date and particulars of registration.

* For Statistical purposes only

Send completed applications and accompanying documents to: The Director: Human Resources Development National Treasury Private Bag X 115 Pretoria 0001 or gdp@treasury.gov.za

PART C: HOW DO WE CONTACT YOU?

Contact numbers:	
Postal Address:	
Email Address: Alternative email address	

PART D: QUALIFICATIONS
 (please provide all transcripts)

Secondary Education: (Please complete for each qualification you obtained)			
Name of School/ Technical College	Highest Qualification obtained	Aggregate Symbols	Year Obtained

Tertiary Education: (Please complete for each qualification you obtained)			
Name of institution	Degree/Diploma	Major Subjects	Year Obtained

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PART E: OTHER INFORMATION

Membership of Community or Professional Organisation

Association/Organisation	Office Held	Activities	Duration

Work Experience/ Volunteer Work

Previous work experience, (Starting with the most recent)

Company	Start	End	Position	Reasons for leaving

Computer Literacy

Please indicate your current level of computer literacy

	Introductory	Intermediate	Advanced
MS Word			
MS Excel			
Ms PowerPoint			
Outlook			
Other (please specify)			

References

Please provide three references who can be contacted regarding your competencies and abilities

Name	Relation	Contact Telephone number

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PART F: MOTIVATION

PLEASE NOTE: Please write legibly

What kind of career are you looking for and what actions have you taken towards achieving this?

List the leadership positions you hold / have held (eg. Projects you have worked on). What impact have you made in these?

What unique attributes do you have that sets you apart from others? Provide examples on how you display these attributes in your day to day life?

What is your life motto and why?

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PART G: DECLARATION

I declare that all the information provided (including all attachments) is complete and correct to the best of my knowledge. I understand that any false information supplied could lead to my application being disqualified or my discharge if I am appointed

Signature:	Date:
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Office use only

Captured	<input type="text"/>	Date	<input type="text" value="/"/> <input type="text" value="/"/> <input type="text"/>	Database ID	<input type="text"/>
Comments	<input style="width: 100%;" type="text"/>				
Interview	<input type="text"/>	Send in CV	<input type="text"/>	Regret	<input type="text"/>
Other	<input type="text"/>	Signature	<input type="text"/>	Date	<input type="text" value="/"/> <input type="text" value="/"/> <input type="text"/>

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