



# SAARC AGRICULTURE CENTRE (SAC)

BARC Campus, Farmgate, New Airport Road  
Dhaka-1215, Bangladesh

(Consortium for Scaling-up Climate Smart Agriculture in South Asia (C-SUCSeS))



Investing in rural people

## APPLICATION FORM FOR PROJECT COORDINATOR

Name of the post **Project Coordinator**

INSTRUCTION: Please fill up the form completely and clearly. Type or print in ink. If needed, additional pages may be attached. Be sure to sign and date the form.		Affix Photograph		
1. Name (As per certificate):				
2. Present Address (Including tel. no., e-mail, etc.):				
3. Mailing Address / Contact Information (Including tel. no., E-mail, etc.):				
4. Permanent Address:				
5. A) Place of Birth:				
5. B) Date of Birth		Day	Month	Year
5. C) Age as on.....		Day	Month	Year
6. (A) Citizenship at Birth:		6 (B) Present Citizenship:		

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7. Sex (Check):	<input style="width: 80%;" type="checkbox"/> Male	<input style="width: 80%;" type="checkbox"/> Female			
8. Marital Status (Check):	<input style="width: 20%;" type="checkbox"/> Married	<input style="width: 20%;" type="checkbox"/> Single	<input style="width: 20%;" type="checkbox"/> Widowed	<input style="width: 20%;" type="checkbox"/> Divorced	<input style="width: 20%;" type="checkbox"/> Separated

9. **Educational background:** Furnish details starting from last Degree (Enclose true copies of certificate and transcript):

Name of Institution and Place	Degree/Diploma / Certificate	Year	Main subject(s)

10. State your professional competence in the post applied for (Not more than 150 words, please enclose supporting documents, if any):

*SA*

11. **Language proficiency** [Please tick (✓) in the appropriate box. Also enclose certificate if there be any]:

	Read			Write			Speak		
	Excellent	Good	Fair	Excellent	Good	Fair	Excellent	Good	Fair
English									
Others:									

12. **Employment Record:** Starting with your present or most recent post, list in reverse order every employment during the last ten years and any significant experience not included in that period which you believe will be helpful in evaluating your record. Use a separate block for each post. Use additional sheets of paper as required.

A:

Date	Exact Title of your post
From ...../...../..... To ...../...../.....	

Name of Supervisor	
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Name & address of Employer	Number & kind of employees supervised by you:
	Officer -
	Other support Staff -

Description of your work
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B.

<b>Date</b>	<b>Exact Title of your post</b>
From ...../...../..... To ...../...../.....	
<b>Name of Supervisor</b>	
<b>Name &amp; address of Employer</b>	<b>Number &amp; kind of employees supervised by you:</b> Officer - Other support Staff -
<b>Description of your work</b>	

C.

<b>Date</b>	<b>Exact Title of your post</b>
From ...../...../..... To ...../...../.....	
<b>Name of Supervisor</b>	
<b>Name &amp; address of Employer</b>	<b>Number &amp; kind of employees supervised by you:</b> Officer - Other support Staff -
<b>Description of your work</b>	



13. List of Professional publications & reports (Please attach separate sheets, if required):

14. Do you have any objection to make inquiry of your present / last employer?

Yes

No

15. References: List two persons not related to you who are familiar with your character and qualifications.

Full Name	Full Address with email ID & telephone no.

16. Legal convictions (include all convictions other than those for minor violations like road traffic). Please state last first.

Charge	Date	Where	Conviction





17. Please state any disabilities or any disease etc. which might limit you field of work (Final appointment will be subject to physical examination)

I certify that the statements made by me in the foregoing items are true, complete, and correct to the best of my knowledge and belief. I understand that any false statements or any required information withheld from this form may provide grounds for the withdrawal of any offer of appointment or dismissal.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

