

TAX ADMINISTRATION JAMAICA AND MANAGEMENT INSTITUTE FOR NATIONAL DEVELOPMENT

TAX AUDIT AND REVENUE ADMINISTRATION (TARA) POST GRADUATE DIPLOMA PROGRAMME



This form MUST be completed in DUPLICATE.

Cootion A DEDCO	NAL INCODMATION												
Section A - PERSONAL INFORMATION													
	1. Name (Use BLOCK letters)						2. Sex	2. Sex 3. Are you a Civil Servant?					
	Last:							Male	Yes (See Note 1)				
DLACE	First:												
PLACE	Middle:							Female No (See Note 2)					
PHOTOGRAPH	4a. Home Address (Apt. & Rd. Info., Postal Zd						h)	4b. Mailing Add	/ailing	g Add	dres	s)	
HERE													
5. Contact Number(s)							6. Email Address						
Home:	Mobile:												
7. Date of Birth	Birth (District	, Par	ish 8	c Cc	ountry)		9. Nationality						
Year Month	Day Day												
10. If you have been granted permanent residency in another country other than Jamaica, or have such an application													
pending, please give details below.													
11.11.11.11													
11. Marital Status				12	2. N	lumber	and	d age(s) of childr	en.				
Single	Married Divorced	Widowe	ed										
13. Name of Spouse	14. Occupa	14. Occupation of Spouse					15. Employer of Spouse.						
	- 1												
Section B - ACADEMIC BACKGROUND (Attach additional sheet if needed)													
								·					
16. Schools and othe				•				stitutions lower thai	n Secondary)				
(Onginal certificates	s and a copy of each to	be submitted	. On	igiria	315	will be r	etui						
NAME OF IN	FROM	ТО			_	TYPE OF CERTIFICATE			GRADE				
(Start with the mos	(Year)						xams; list passes for Math & English only and tate amount of other subjects achieved)			GRADE			
					T	+			, , , , , , , , , , , , , , , , , , ,				
					1								
				-	-								
17. List all Training Programme / Courses that you have completed.									YEAR COMPLETED			ΞD	
										H	1	1	
										$\vdash \vdash$	_		

18.	•			•	th Microsoft Wor			A altream a a al	(m	
19		ic (save, copy, pa are awaiting r				(mail-merge, fo			(macros, databases etc.) courses this year,	
		please give o					se give det		,	
Se	ction C	- EMPLOYN	IENT REC	ORD						
21.	Preser	nt Occupation	ı	2	2. Name of Pres	ent Employe	er		23. Salary (per annum)	
									\$	
24.	Previou	us Employme	nts for the	past three	e (3) years (If	different fron	above)			
DATE								IO EMPLOYERS		
	FROM TO OCC (mm/yyyy) (mm/yyyy)		CUPATION		NAME, ADDR	ESS & CONT/	OUS EMPLOYERS			
25. If you presently hold a scholarship or bu state below, the source of your award ar have any obligation in regard to service.					nd whether you	n in regard to service in lready undertaken, ne/those obligation(s).				
27.		ou made any rship, bursary							his programme state how ar of the applications.	
SE	CTION	D - SURETIE	ES							
29.					ion of three pers ected for the aw			to act as sureties	to a bond which	
NAME					ADDRE	SS		CONTACT No.	OCCUPATION	
a)										
b)										
c)										
					ue Service Centro Andrew; (3) Mand				ent upon completion	
	1st Ch	1st Choice 2nd Choice								
						Sign	ature of App	licant	Date	
		NOT	ES					FICIAL USE		
Note 1: Civil Servants – Please so your completed Form thro the Permanent Secretary of Department or the Chie Personnel Officer			ough y / Head	Comments of suitability and			ry/Head of Depai iis training.	tment as to the		
Note 2: Private candidates – Pleas submit your completed For Tax Administration Jamai Floor, UDC Building, 12 C Boulevard, Kingston			ase	Title		Signature	9	Date		
			orm to aica, 6th	Committee's	Decision:	Short-list Applicant		Forgo Applicant		
No		Any change of notified immed		nust be						