

CoC (SPECIAL LIMIT) Programme - Screening Form

A: Personal Particulars		
Name: _____ Age: _____		
NRIC: S <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> /_____ Citizenship: Singaporean / Singapore PR		
Gender: Male / Female Race: Chinese / Indian / Malay / Others: _____		
Home Add: _____		
Postal Code: _____ Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/> Married <input type="checkbox"/> Divorced		
Contact No.: (HP) _____ (Home) _____		
Email: _____		
Highest Qualification: _____ Field of study: _____		
I am applying for (please indicated your preferred track):		
<input type="checkbox"/> Deck Officer	<input type="checkbox"/> Marine Engineer	
Please kindly specify your N/O Level grades: <input type="checkbox"/> N/O Level: English Grade _____ Maths Grade _____ Science Grade _____ (Physics/Chemistry/Biology)	Please kindly state your NITEC/Higher NITEC course: <input type="checkbox"/> NITEC/Higher NITEC in Mechanical Technology <input type="checkbox"/> NITEC/Higher NITEC in Marine & Offshore Tech <input type="checkbox"/> NITEC in Automotive Technology (Heavy Vehicles) <input type="checkbox"/> NITEC in Facility Technology	
I have a vision of less than 6/60 or 300 degrees: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Others: _____	
B: Source (Please tick in the boxes accordingly)		
How did you get to know about this programme?		
<input type="checkbox"/> Newspaper <input type="checkbox"/> Google <input type="checkbox"/> Social Media <input type="checkbox"/> Family Service Center <input type="checkbox"/> e2i Career Services Center <input type="checkbox"/> e2i website <input type="checkbox"/> Community Center/CDC <input type="checkbox"/> Mendaki SENSE <input type="checkbox"/> MINDEF Career Fair <input type="checkbox"/> Family/friends in the programme (Full Name: _____) Others: _____		
C: Employment Status		
Current Employment Status: <input type="checkbox"/> Employed <input type="checkbox"/> Unemployed	Unemployed Duration (Months)	*Reason for unemployment
If unemployed, since (MM/YY):		
How long have you been looking for a job? _____ Year(s) _____ Month(s)		

D: Employment History (start with the latest)

From DD/MM/YY	To DD/MM/YY	Company's name	Industry	Job title	Job Duties	Last drawn salary/ month

- 1) What is your key career experience? _____
- 2) How many years of experience do you have for 1)? _____

E: Education Background (start with the latest)

*Qualification /Cert	Field of Study	Qualification Name / Title	Institution	Date of completion

F: Family Information

Name	Relationship	Contact Number	Occupation

G: Skills & Languages (Please indicate B= Basic, I=Intermediate, A= Advance)

Language Spoken *	<input type="checkbox"/> ENGLISH <input type="checkbox"/> MANDARIN <input type="checkbox"/> MALAY <input type="checkbox"/> TAMIL
Language Written	<input type="checkbox"/> ENGLISH <input type="checkbox"/> CHINESE <input type="checkbox"/> MALAY <input type="checkbox"/> TAMIL
Driving Licence (Class):	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 2A <input type="checkbox"/> 2B <input type="checkbox"/> 3 <input type="checkbox"/> 3A <input type="checkbox"/> 4 <input type="checkbox"/> 4A <input type="checkbox"/> 5
Vocational Licence	<input type="checkbox"/> Bus driver <input type="checkbox"/> Crane operator <input type="checkbox"/> Forklift <input type="checkbox"/> Taxi driver <input type="checkbox"/> Security <input type="checkbox"/> Others _____

H: Declaration (Please tick the boxes accordingly)	YES	NO
1. I have received sponsorships/awards in other programmes funded by e2i, MPA, WDA or other government agencies. If YES, which programme have you participated in? _____		
2. I have health problems, or medical conditions (including physical and mental). If YES, please specify: _____		
3. I have a criminal record or am currently charged with an offence in Court of Law in any country. This comprises of any outstanding court cases including traffic fines, family court, etc. If YES, please specify: _____		
4. I have some history of drug abuse. If YES, please specify: _____		
5. I am an undischarged bankrupt, or pending any bankruptcy or order. If YES, please specify: _____		
6. I have some outstanding debts or pending financial liabilities for the next 3 years. If YES, please specify: _____		
7. I have tattoo, piercing or some forms of body art. If YES, please specify: _____		
8. I have severe seasickness/ balancing problems.		
9. I have colour blindness.		
10. I have night blindness.		
11. I have completed National Service (applicable for males only) If YES, please specify unit and rank: _____		
12. I am still liable for NS Reservist call up within the next 6 months. If YES, please specify: _____		
13. I am willing to work with an international crew.		
14. I am willing to work shifts at the sea and I am aware that my shifts are subject to changes, at the discretion of the sponsoring company.		
15. I am able to accept and sustain with a training allowance of \$1,200 - \$1,400 per month and a starting salary of \$2,300 upon completion of the programme.		
16. My family members <u>do not depend on me solely</u> to support them financially.		

H: Declaration (Please tick the boxes accordingly)	YES	NO
<p>[Deck Officers only]</p> <p>17. I am prepared to commit to <u>25.5 months of FULL-TIME training</u>, including classroom and 13 months of sea time onboard vessels.</p>		
<p>[Marine Engineers only]</p> <p>18. I am prepared to commit to <u>15 months of FULL-TIME training</u>, including classroom and 6 months of sea time onboard vessels.</p>		
<p>[Marine Engineers only]</p> <p>19. I am willing to work in confined spaces, and hot, humid and noisy environment (Engine Room).</p>		

I: Questionnaire (Please answer the questions in the spaces below)
<p>1. What do you understand or know about the Harbour Craft Industry?</p>
<p>2. How wide is the area encompassed by the Special Limit region?</p>
<p>3. What do you think are the duties and responsibilities of a cadet?</p>
<p>4. What are some of the duties and responsibilities of a Deck Officer/Marine Engineer?</p>
<p>5. Why do you wish to join this programme?</p>

6. What are some of the preparations you are planning to put in place to get yourself ready for the programme?

7. If given an option, which other programme / position would you like to apply for and why?

J (please read and check the boxes)

1. e2i provides their registered clients with a suite of employment assistance services that may include referrals to employers for jobs and/or referrals to training for the purpose of enhancing the client's employability and increasing the client's job prospects. The specific type of assistance extended is based on e2i's assessment of the client's needs.
2. The provision of employment assistance is a collaborative process between the client and e2i. To facilitate the process, the client commits to the following:
 - a) To provide true and accurate personal information, and remain contactable;
 - b) To update e2i if the client secures employment either through the e2i's referrals or through the client's own job search efforts;
 - c) To accept and attend appropriate training referred by e2i, and interviews with prospective employers and agencies as scheduled by e2i;
 - d) To start work after accepting a job offer arising from e2i referrals.
3. The application for employment assistance will be closed when the client secures employment, or indicates to e2i that assistance is no longer required.
4. e2i reserves the right to decline assistance to (i) anyone who behaves or displays undesirable, abusive or violent behaviour in the career centre and/or partner organisations, or towards any of its Officers, and (ii) any client who fails to fulfil any part of the commitment above without a valid reason.

Declaration: I understand the above terms and conditions for the registration of employment and training assistance with e2i and its appointed centres/agencies; and commit to actively participate in the training and employment referrals arranged by e2i in addition to my own job search activities.

5. PROCESSING, COLLECTION, USE AND DISCLOSURE OF INFORMATION

5.1 By signing below, I hereby agree, acknowledge, and consent to the following:

- a. that the Employment and Employability Institute Pte Ltd ("**e2i**") may collect, use, disclose and/or process any information relating to me (including any personal data provided by me to e2i) for the purposes of :
 - i. processing, administering and/or managing my registration and relationship with e2i, which may include contacting me on matters relating to my relationship with e2i, carrying out my instructions or responding to any enquiries made by me;

- ii. processing, administering and/or managing my interests in any trainings and/or seminars organized by e2i and/or its service providers, which may include enrolling me in such trainings and/or seminars ;
 - iii. carrying out due diligence or other screening activities (including background and verification checks) in accordance with legal or regulatory obligations or risk management procedures that may be required by law or that may have been put in place by e2i;
 - iv. sharing my personal data with prospective employers and other recruitment agencies for the purposes of securing employment and assistance in training;
 - v. disclosing my personal data to Singapore governmental departments, statutory boards or other regulatory bodies for the purposes of (1) data and statistical analysis and (2) formulating and reviewing relevant employment or social welfare policies; and/or
 - vi. contacting or sending me information about products / services that e2i may be offering (including, without limitation, to any job offers, job details, trainings and/or seminars), and which e2i believes may be of interest or benefit to me.
(collectively, the “**Purposes**”)
- b. that e2i may collect from sources other than myself, personal data about me, for one or more of the above Purposes, and thereafter using, disclosing and/or processing such personal data for one or more of the above Purposes;
 - c. that my personal data may/will be disclosed by e2i to its third party service providers or agents (including its lawyers / law firms), which may be sited outside of Singapore, for one or more of the above Purposes, as such third party service providers or agents, if engaged by e2i, would be processing my personal data for e2i for one or more of the above Purposes;
 - d. that e2i may transfer my personal data out of Singapore to its third party service providers, or agents where such third party service providers or agents are sited (whether in Singapore or outside of Singapore), for the Purposes described above.
 - e. that e2i may collect my personal data, WSQ training records and resume from the National Jobs Bank for one or more of the above Purposes, and thereafter using, disclosing and/or processing such personal data for one or more of the above Purposes;
 - f. I hereby agree to inform e2i and update my personal data in National Jobs Bank if there is any change in any of the details I have provided to e2i in this form. I understand and agree that it is my sole responsibility to inform and update e2i of any changes to my personal information. I hereby agree to indemnify and absolve e2i of any liability arising out of any use and/or disclosure by e2i of any inaccurate or incomplete information due to my failure to update e2i promptly of any changes to my personal information.

I hereby agree and consent that e2i may collect, use and disclose my personal information in the application form provided by me for the purpose of recruitment process for **CoC (SPECIAL LIMIT) DECK OFFICER AND MARINE ENGINEER PROGRAMME**.

I hereby declare that all information provided by me in connection with this application is true, accurate and complete. I understand that e2i reserves the right to decline assistance for any inaccurate, incomplete or false information given or any omission of information required. I will be subject to satisfactory health screening and evidence of qualifications.

* Please attach photocopies of your NRIC, educational certs and resume to the screening form.

Signature: _____

Date: _____