

**GCTU FORM 1C**

**APPLICATION FOR SENIOR LEVEL ADMINISTRATIVE  
POSITIONS**

**GHANA COMMUNICATION TECHNOLOGY UNIVERSITY  
CONFIDENTIAL**

Application for Appointment as .....

**This form is to be completed and returned (ten copies) to the Registrar, Ghana  
Communication Technology University, PMB 100, Accra North or  
registrar@gctu.edu.gh**

**1.0 PERSONAL PARTICULARS**

Surname (BLOCK LETTERS):

(Prof. /Dr. /Mr. /Miss/Mrs. /etc.) .....

First/Other Names.....

Present Address in full.....

Email..... Telephone No.....

Nationality.....Sex: Male.....Female.....

Nationality at Birth (if different) .....

Surname at Birth (if different) .....

\*If Naturalized Citizen, give Number and Date of Certificate.....

\*Aliens Registration Number .....

Date and place of birth.....

Whether Single, Married/or Widowed.....

Number of children.....

**2. EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS**

(i) Where educated with dates

(ii) Particulars of Qualifications (degrees, certificates, diplomas, with classes, distinctions, etc.) and membership/fellowship of Professional bodies, giving the dates and place on which, each was obtained: (Photocopies of certificates should be attached).

.....  
.....  
.....  
.....  
.....  
.....  
.....

**3. PRESENT EMPLOYMENT**

Name of Institution/Organisation.....

Positions held indication dates, starting with the most recent

(i).....

- (ii).....
- (iii).....
- (iv).....
- (v).....

**Details of current emoluments**

- (i)Basic salary in your present position.....
- (ii)Allowances.....
- (iii)Others.....

**4. PREVIOUS EMPLOYMENT**

Organisation	Dates Worked	Positions Held
(i).....	.....	.....
.....	.....	.....
(ii).....	.....	.....
.....	.....	.....
(iii).....	.....	.....
.....	.....	.....
(iv).....	.....	.....
.....	.....	.....
(v).....	.....	.....
.....	.....	.....

**5. Dates of relevant work experience, with dates** *(This may include managerial and administrative leadership positions held; experience with Boards/Committees; fundraising and fund management experience; community involvement; etc.)*

**6. Names, Post Office and Email Addresses of three (3) Referees.**

(i).....

.....

Email: .....

(ii).....

.....

Email: .....

(iii).....

.....

Email: .....

*Candidates are advised to request referees to respond promptly to enquiries when made.*

## 7. GENERAL

Names of learned or professional associations of which the candidate is a member.

.....

.....

.....

.....

.....

.....

.....

.....

.....

The space below may be used for any additional information you wish to give.

SIGNATURE OF APPLICANT.....

Date: .....