



**WWF SOLOMON ISLANDS COUNTRY OFFICE
JOB APPLICATION FORM – OFFICE CLEANER (FULL TIME)**

Position Applied For: ☐ Office Cleaner – Honiara Office ☐ Office Cleaner – Gizo Office

1. PERSONAL INFORMATION

Full Name: _____

Gender: ☐ Male ☐ Female

Date of Birth: _____

Place of Birth: _____

Nationality: _____

Village / Community: _____

Province: _____

Residential Address: _____

Mobile Number: _____

Email Address (if any): _____

2. EDUCATION BACKGROUND

School / Institution Qualification / Level Completed Year Completed

3. EMPLOYMENT HISTORY

(List your most recent job or cleaning experience)

Employer	Job Title	Main Duties	Date of Employment



4. SKILLS AND EXPERIENCE

Please tick (✓) the areas you have experience in:

- ☐ Office cleaning ☐ Housekeeping ☐ Waste disposal ☐ Reception support
☐ Use of cleaning materials/equipment ☐ Managing cleaning supplies ☐ Other:

Briefly describe your experience in cleaning or housekeeping:

5. PERSONAL QUALITIES

Why do you want to work as an Office Cleaner with WWF Solomon Islands?

6. WWF VALUES AND CULTURE

All WWF staff must:

- Work hard to make a difference (Strive for Impact)
- Listen carefully to others (Listen Deeply)
- Work together (Collaborate Openly)
- Try new and better ways (Innovate Fearlessly)
- Be brave, honest, respectful, and kind (Courage, Integrity, Respect, Collaboration)

Question:

How will you show these good behaviours at work?



6. REFERENCES

Please list **two (2)** people who can give reference about your character or previous work
(*Previous employer, Priest, Community Leader, Local Magistrate etc..*)

Name	Occupation	Phone
1.		
2.		

7. DECLARATION

I, _____, declare that the information given above is true and correct to the best of my knowledge. I understand that giving false information may lead to disqualification or termination if employed.

Applicant's Signature: _____

Date: _____

For Official Use Only (WWF HR Section):

Received by:

Date Received:

Remarks:
