



## EMPLOYMENT APPLICATION FORM

Photograph

### Applicant Information

First name: \_\_\_\_\_

Last name: \_\_\_\_\_

Middle name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Position applied for: \_\_\_\_\_

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

Are you a citizen of the Republic of Poland? ☐ YES ☐ NO

If no, are you authorised to work in Poland? ☐ YES ☐ NO

Have you worked for any other foreign embassies before? ☐ YES ☐ NO

If yes, please state which embassy and reason(s) for leaving?

\_\_\_\_\_

Have you ever been convicted of a crime? ☐ YES ☐ NO  
If yes, explain \_\_\_\_\_

### Education

Undergraduate: \_\_\_\_\_  
From year: \_\_\_\_\_ To year: \_\_\_\_\_  
Qualification received: \_\_\_\_\_  
Others: \_\_\_\_\_  
From year: \_\_\_\_\_ To year: \_\_\_\_\_  
Qualification received: \_\_\_\_\_  
\_\_\_\_\_

### Previous Employment

Company 1: \_\_\_\_\_  
Address: \_\_\_\_\_

Job Title: \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
Starting salary: \_\_\_\_\_  
Ending salary: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_  
Reason(s) for leaving: \_\_\_\_\_

Supervisor: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

May we contact your previous supervisor for a reference? ☐ YES ☐ NO

Company 2: \_\_\_\_\_  
Address: \_\_\_\_\_

Job Title: \_\_\_\_\_  
Responsibilities: \_\_\_\_\_  
Starting salary: \_\_\_\_\_  
Ending salary: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_  
Reason(s) for leaving: \_\_\_\_\_

Supervisor: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

May we contact your previous supervisor for a reference? ☐ YES ☐ NO

**Disclaimer and Signature**

*I certify that my answers are true and complete to the best of my knowledge.  
If this application leads to employment, I understand that false or misleading  
information in my application or interview may result in my release.*

Applicant's Signature: \_\_\_\_\_

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

**IMPORTANT NOTES:**

- (1) The deadline for submission of the application and documents is 31 July 2026.
- (2) Please send filled application with supporting documents to the email below:  
contact@thaiemb.pl  
(Please indicate "Job Vacancy Application" in the subject of the e-mail)
- (3) Supporting documents include:
  - A curriculum vitae (CV) or a resumé;
  - A recent photo (taken not more than 6 months);
  - A copy of a transcript;
  - A copy of an education certificate;
  - A copy of an identification card and a passport;
  - A letter of reference;
  - Household registration.
- (4) Shortlisted candidates will be contacted for interviews. You may also be given a written task to be completed within 24 hours.

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