

Employment Application Form for Clerk Position

(Please complete this form and submit with required documents
by 11 September 2025, 17.30 hr. Eastern Standard Time)

I. Personal Information

First Name Last Name
Nickname
Date of birth (DD/MM/YY)/...../..... Age
Gender ☐ Male ☐ Female
ID Card No. / Passport No.
Expiration Date/...../.....
Nationality ☐ Thai ☐ U.S. ☐ Others (please specify)
Citizenship ☐ Thai ☐ U.S. ☐ Others (please specify)
Current Street Address
Apt./Suite City State ZIP Code
Home Phone Mobile Phone
Fax E-mail
Highest Degree Earned – Area of Study – Major – Minor
.....
.....
Marital Status ☐ Single ☐ Married ☐ Divorced

Photo
1" x 1"
(Taken no later than
6 months)

II. Education

High School

Name of School State
Start Date End Date Grade Point Average

Bachelor's Degree

Name of University/College State
Start Date End Date Grade Point Average

Other Education/Training

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.....

III. Special Skills/Abilities (Please mark the correct statement with ✓ or fill in the blanks)

Computer Skills

☐ Microsoft Word Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
☐ Microsoft Excel Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
☐ PowerPoint Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic

APPLICATION P1
NAME.....

- ☐ Canva Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- ☐ Adobe Acrobat Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- ☐ Others (please specify)
- Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic

Language

☐ English

- Conversation Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- Reading Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- Writing Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic

☐ Thai

- Conversation Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- Reading Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- Writing Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic

☐ Other Language (please specify)

- Conversation Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- Reading Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic
- Writing Level ☐ Proficient ☐ Advanced ☐ Intermediate ☐ Basic

Other Special Skills/Abilities/Honors

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IV. Work Experience

Work Experience ☐ Yes ☐ No Number of Year of Work Experience

Current Employer/Past Employer:

1. Name of Employer Position/Duty
- Address of Employer
- Reference Contact Tel./E-mail
2. Name of Employer Position/Duty
- Address of Employer
- Reference Contact Tel./E-mail

V. Others

Please describe 3 of your outstanding attributes.

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Please explain reasons/motivation in applying and how you would be suitable for the position.

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Emergency Contact

Name **Last Name**
Address
Mobile Phone **E-mail:**
Relation to the applicant
How did you hear about this position?

Interview on 15 September 2025

- ☐ I can attend in person at the Permanent Mission of Thailand to the United Nations
(136 E39th St, New York, NY 10016)
- ☐ I am unable to attend in-person at the Mission of Thailand because.....
.....

I hereby certify that I have the qualifications as required by the Mission of Thailand and the information provided in this form is true and correct.

Signature
Print Name (.....)

Applicant

Date/...../.....

APPLICATION P3
NAME.....