**Specify the position you apply for:**

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| --- | --- | --- |
| **INSTRUCTIONS**Please answer each question clearly and completely.TYPE OR PRINT LEGIBLY. | *Embassy of Japan*　　　　 日本国大使館**APPLICATION FORM** | Please send a separate electronic fileof your phototogether with this application form. |
| 1. Family Name | First Name | Middle Name |
| 2. Date of Birth //(day, month, year) | Age(years old) | 3. Present Nationality | 4. Nationality at Birth |
| 5. Gender Male **[ ]**  Female **[ ]**  | 6. Place of Birth | 7. Marital StatusSingle **[ ]**  Married **[ ]**  Widow(er) **[ ]**  Divorced **[ ]**  |
| 8. Permanent Address | 9. Contact Telephone No. ()  |
|  Contact Fax No. ()  |
| 10. E-mail  |
| Telephone No. ()  |
| 11. Name of Spouse  | Age | Nationality | GenderMale **[ ]**  Female **[ ]**  |
| 12. Do you have any dependent children? YES **[ ]**  NO **[ ]**  If yes, how many?   |
| 13. Knowledge of Languages What is Your Mother Tongue?   |
|  | Other Languages | Read | Write | Speak | Understand |
| Easily | Not Easily | Easily | Not Easily | Easily | Not Easily | Easily | Not Easily |
|  | **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]**  | **[ ]  [ ]** **[ ]  [ ]** **[ ]  [ ]** **[ ]  [ ]**  | **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]**  | **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]** **[ ]**  |
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| 14. Education (University or equivalent, and higher) |
|  | Name, Place and Country | Attended From/To | Degrees and Academic Distinctions Obtained | Main Courses of Study |
| Month/Year | Month/Year |
|  | / | / |  |  |
|  | / | / |  |  |
|  | / | / |  |  |
| 15. List Any Significant Publications You Have Written (Do not attach) |
| 16. Employment RecordA. Present Post (Do not write if you are not presently in employment) |
|  | From | To | Salaries per Month (USD) | Exact Title of Your Post |
| Month/Year / | Now | Starting | Final |
| Name of Employer | Type of Business |
| Name of Your Supervisor |
| Address of Employer | Reason for Leaving (Reason why you wish to leave) |
| Telephone No. ()  |
| Description of Your Duties |
| B. Previous Posts (In reverse order) |
| (1) | From | To | Salaries per Month (USD) | Exact Title of Your Post |
| Month/Year/ | Month/Year/ | Starting | Final |
| Name of Employer | Type of Business |
| Name of Your Supervisor |
| Address of Employer | Reason for Leaving |
| Telephone No. ()  |
| Description of Your Duties |
| (2) | From | To | Salaries per Month (USD) | Exact Title of Your Post |
| Month/Year/ | Month/Year/ | Starting | Final |
| Name of Employer | Type of Business |
| Name of Your Supervisor |
| Address of Employer | Reason for Leaving |
| Telephone No. ()  |
| Description of Your Duties |
| (3) | From | To | Salaries per Month (USD) | Exact Title of Your Post |
| Month/Year/ | Month/Year/ | Starting | Final |
| Name of Employer | Type of Business |
| Name of Your Supervisor |
| Address of Employer | Reason for Leaving |
| Telephone No. ()  |
| Description of Your Duties |
| 17. Do You Have Any Objections to Our Making Inquires of Your Present Employer? YES **[ ]**  NO **[ ]**  |
| 18. References |
|  | Full Name | Business or Occupation | Contact |
| (1) |  |  |  |
| (2) |  |  |  |
| (3) |  |  |  |
| 19. Have Your Ever Been Arrested, Indicted, or Summoned into Court as a Defendant in a Criminal Proceeding, or Convicted, Fined or Imprisoned for the Violation of Any Law (including minor traffic violations)?YES **[ ]**  NO **[ ]**  |
| 20.  *I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on this Application Form or other document requested by the Embassy would render a staff member of the Embassy liable to termination or dismissal.**Date* */**/**(day, month, year) Signature*  |

\*This information will be used solely for the internal use of the Embassy of Japan.