



Early Childhood Care and Education Authority

Serial:

Photo

Application form

Registration of personnel: Administrative Secretary

Registration period: January 2025 – December 2026

1. Name of School : _____
2. Designation : _____
3. Date Joined : _____
4. Name : _____
5. Title (Mr/Mrs/Ms..) : _____
6. Address (School) : _____
7. Phone : _____
8. Email address : _____
9. Date of birth : _____
10. Gender : _____
11. Nationality : _____
12. Work permit (*if applicable*) : _____
13. National ID No. : _____
14. Address –Home : _____
15. Phone (home) : _____
16. Full time or part time : _____
17. If part time specify time attending school : _____

18. Academic qualifications

Qualification (SC 'O' Level or GCE 'O' Level)		Qualification (SC 'O' Level or GCE 'O' Level)	
Specify:		Specify:	
Year:		Year:	
Subject	Grade	Subject	Grade

Qualification (HSC 'A' Level or GCE 'A' Level)		Qualification (HSC 'A' Level or GCE 'A' Level)	
Specify:		Specify:	
Year:		Year:	
Subject	Grade	Subject	Grade

19. Any other qualifications

Institution	Certificate awarded	Dates/year

20. Record of service in pre-school sector

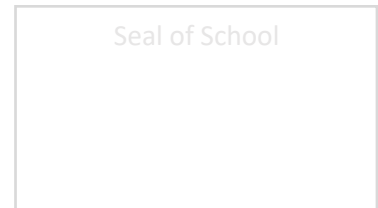
Name of pre-school Institution	FROM (year)	TO(year)	Position held

21. Present employment

Employed by an individual	
Employed by an organization	
Name of employer (if applicable) :	
Monthly salary:	
Contribution to NPS (if applicable):	

20. Statement from Manager

I , Manager of hereby certify to the correctness of the information provided in this application form.



Signature of Manager:

Date:

21. Statement from applicant

I certify that the information given on this form is true, complete and correct to the best of my knowledge