**Pre-interview Evaluation**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Personal Information** | | | | | | | | | | |
| Name | | | |  | | | | | | |
| Current Location/ Address | | | |  | | | | | | |
| Date of Birth | | | |  | | Age |  | | Nationality |  |
| Marital Status | | | |  | | Mobile |  | | | |
| # & Ages of Dependents | | | |  | | Email |  | | | |
| **Degree Qualification** | | | | | | | | | | |
| Highest Educational Attainment | | | |  | | | | | | |
| Name of the School | | | |  | | | | | | |
| **Employment History** | | | | | | | | | | |
| Current/Previous Employer | | |  | | | | | | | |
| Current/Previous Designation | | |  | | | | | Years of experience | | |
| Reference/Contact # | | |  | | | | |  | | |
| Reason for Living | | |  | | | | | | | |
| Current Salary Package per month (SAR) | | | | | | Expected Gross Salary per month (SAR) | | | | |
| Basic | |  | | | | Minimum | | | Maximum | |
| Housing | |  | | | |  | | |  | |
| Transportation | |  | | | |
| Other Allowances | |  | | | | Is your expected salary negotiable? | | | | |
| Total | |  | | | | Yes | | | No | |
| **Other Relevant Information** | | | | | | | | | | |
| Notice Period | | |  | | | Are you willing to relocate to KSA? | | | | |
| Passport Validity | | |  | | | Yes | | | No | |
| Languages Spoken | | | | Contract Status\* | | IQAMA Status \* | | | | |
|  |  | | | Family |  | Transferable | | |  | |
|  |  | | | Single |  | Non-Transferable | | |  | |
| **Declaration of Relatives Working at KFUPM\*** | | | | | | | | | | |
| \*\*Do you have any relatives working at any Departments/Centers at KFUPM and its supplemental Manpower contractors?  **(Defined as one of the following: spouse, parent/step parent, child/step child, grandparent, grandchild, brother, sister/, uncle, aunt, nephew, niece, first cousin, in-laws (father, mother, son, daughter, brother, sister)).** | | | | | |  | | | | |
| Name of the relative/s | | | | | |  | | | | |
| Relationship/s | | | | | |  | | | | |
| Departments/Centers | | | | | |  | | | | |
| Relative’s ID & Joining Date | | | | | |  | | | | |
| KFUPM confirms that statements and information stated in this form shall remain confidential.  **I hereby declare that all information’s mentioned above is accurate and correct**. | | | | | | | | | | |
| Date and Signature | | |  | | | | | | | |

**\*For those currently in the Kingdom of Saudi Arabia**

**\*\*False declaration, intentionally or unintentionally may lead to immediate dismissal once hired**

**\*\*Prior Employment, the immediate supervisor will write a written and signed statement verifying that the candidate does not have any relative working at KFUPM.**