



REPUBLIC OF KENYA  
COUNTY GOVERNMENT OF NAKURU  
NAKURU COUNTY PUBLIC SERVICE BOARD



**APPLICATION FORM FOR COMMON ESTABLISHMENT PROMOTION**

**Instructions for Applicant:**

Please fill this form in **BLOCK** letters and do not leave any section blank, sections that do not apply should be marked **N/A**.

Attach copies of the following documents:

- i. National Identity card;
- ii. Masters/Degree/Diploma/Certificate/KCSE as applicable;
- iii. Professional registration certificates and valid practicing license where applicable;
- iv. Current appointment/last promotion letter;

**1. PROMOTION APPLIED FOR**

Designation..... Job Group.....

**2. PERSONAL DETAILS OF THE APPLICANT**

Name .....  
(Surname) (First name) (Middle name)

P/No..... Date of Birth..... Gender.....  
(dd-mm-yy)

Mobile No.....E-mail..... Postal Address.....

Nationality..... Ethnicity.....

County ..... Sub County ..... Ward.....

**Date of First Appointment:** ..... **Designation**..... **Job Group**.....

**Date of Current Appointment:** .....**Designation**..... **Job Group**.....

Terms of Service ..... Years of service in current appointment .....

**Department** ..... **Section** .....

**Name of immediate supervisor..... Mobile No.....**

Are you a person with disability? Yes..... No.....(Tick as applicable)

If yes indicate; -

Nature of disability .....PWD No.....

**3. RECOMMENDATION BY IMMEDIATE SUPERVISOR**

Recommended/Not Recommended.....

Indicate reasons.....

**4. INSERVICE TRAININGS AND COURSES ATTENDED LASTING NOT LESS THAN TWO WEEKS**

**(starting with the current or most recent)**

Name of institution	Name of Course	Duration of training

**5. SPECIAL AWARDS AND APPOINTMENTS (Starting with the current or most recent)**

Nature of award /Appointment	Department/Section	

**9. DECLARATION**

I certify that the particulars given on this form are correct and understand that any incorrect/misleading information may lead to disqualification.

Date .....

(dd-mm-yyyy)

.....

Signature of applicant