



REPUBLIC OF SOUTH AFRICA

**FORM 1**  
**APPLICATION FOR APPOINTMENT AS SHERIFF**  
 REGULATIONS RELATING TO SHERIFFS, 1990  
 [Regulation 2B(1)]

Please note:

1. *This form must be completed in block letters.*
2. *The information required in respect of race and gender is for giving effect to legislation and policies relating to equity.*
3. *If there is a conflict of interest regarding any current post held by you, you may be asked to relinquish such post.*
4. *If you are successful in your application, you will have to be in possession of a fidelity fund certificate issued by the South African Board for Sheriffs, before you may perform any function of a sheriff.*
5. *The following documents must accompany the application form:*
  - (a) *A curriculum vitae;*
  - (b) *a certified copy of your identity document;*
  - (c) *certified copies of all educational qualifications;*
  - (d) *certified copies of certificates of service or, if not available, an affidavit by you in respect of previous periods of service;*
  - (e) *testimonials from previous employers, if available;*
  - (f) *the nature and history of any past or present business undertaking, occupation or trade;*
  - (g) *the names, addresses and telephone numbers of two references;*
  - (h) *an affidavit regarding previous convictions and sequestrations (if any);*
  - (i) *an affidavit that you have the financial ability to establish and operate an office of sheriff, including a list of all your assets and liabilities; and*
  - (j) *a certified copy of your driver's licence, if you have a valid driver's licence.*
6. *If you wish to apply for more than one post (if more than one post was advertised) a separate application form is to be completed for each post you wish to apply for.*

[If the space provided is inadequate, submit information as an Annexure to this form and sign each page.]

<b>THE ADVERTISED POST</b>	
<b>Area of jurisdiction (as advertised):</b>	
<b>Reference number (as stated in the advertisement)</b>	
<b>If you are offered the position, when can you start/how much notice must you serve with your current employer?</b>	

<b>PART A: APPLICATION [To be completed by applicant]</b>															
<b>Surname:</b>															
<b>Full Names:</b>															
<b>ID. No./ Date of Birth</b>															
<b>Race</b>															
<b>Gender</b>															
<b>Female                      Male</b>															
<b>Are you a South African Citizen? If no, please state nationality:</b>															
<b>Yes                      No                      Nationality:</b>															
<b>Have you been convicted of a criminal offence? If yes, please give details of offence and sentence:</b>															
<b>Yes                      No                      Details:</b>															
<b>Have you ever been dismissed from employment? If yes, please give full details:</b>															
<b>Yes                      No                      Details:</b>															
<b>Has any civil judgment been given against you? If yes, please give full details:</b>															
<b>Yes                      No                      Details:</b>															
<b>Has any sequestration order been given against you? If yes, please give full details:</b>															
<b>Yes                      No                      Details:</b>															
<b>Residential Address:</b>															
<b>Code (                      )</b>															
<b>Residential telephone number:</b>															
<b>Cellular telephone number:</b>															
<b>Occupation:</b>															
<b>Work address:</b>															
<b>Code (                      )</b>															
<b>Work telephone number:</b>															
<b>Preferred method for correspondence:</b>															
<b>Post                      E-mail                      Fax</b>															
<b>Correspondence contact details (In terms of above):</b>															
<b>Postal address:</b>															
<b>Code (                      )</b>															

Preferred official language for correspondence?		
Do you have a valid driver's licence?	Yes	No
	Code:	

**PART B: CHOICE OF AREA OF JURISDICTION OF APPOINTMENT (in the event of more than one vacancy in one area of jurisdiction being advertised)**

Area of jurisdiction where appointment is preferred, in order of preference:	1.
	2.
	3.

**PART C: LANGUAGE PROFICIENCY – state “good”, “fair” or “poor”**

Languages (specify)						
Speak						
Read						
Write						

**PART D: QUALIFICATIONS**

Name of school/Technical College	Highest qualification obtained	Year obtained
Tertiary education (complete for each qualification you obtained after grade 12 qualification, as well as seminars/courses attended relating to functions of sheriff)		
Name of institution	Name of qualification	Year obtained
Current study (institution and qualification):		

**PART E: WORK EXPERIENCE AND CURRENT BUSINESS ACTIVITIES**

Employer (including current employer)	Position held	From		To		Reason for leaving (including retirement, misconduct or ill-health)
		MM	YY	MM	YY	

**PART F: REFERENCES**

Name	Relationship to you	Tel. No. (office hours)

**PART G: DECLARATION**

I declare that all the information provided (including any attachments) is complete and correct to the best of my knowledge. I understand that any false information supplied could lead to my application being disqualified or my discharge if I am appointed.

Signed at ..... this ..... day of ..... 20.....

.....  
Signature of Applicant