



OLIVE THEOLOGICAL INSTITUTE

(Accredited by Asia Theological Association)
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APPLICATION FORM FOR THE POST OF STAFF

A. PERSONAL INFORMATION

1. Full Name (in block letters).....
2. Present Address.....
.....
3. Permanent Address.....
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4. Date of Birth Age.....Place of Birth
5. Phone No. (Land line) with STD Code Mobile
6. E-mail ID.....
7. Religion.....
8. Mother Tongue.....
9. Hobby
10. Medically Fit? Yes No
If no, details
11. Father's/Guardian's Name.....
12. Is the applicant married ?
If yes, date of marriage
13. Name of Spouse Occupation.....
14. Does the applicant have children? Yes No
If yes, number of children 1. (Age).....(Education).....
2. (Age).....(Education).....
3. (Age).....(Education).....
15. What is the philosophy of life of the applicant?

16. Please explain the fundamental and personal ethics that guide the applicant's personal and professional life. Enumerate them according to their priority.

- A.
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- B.
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- C.
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- D.
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- E.
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- F.
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B. EDUCATIONAL INFORMATION

17. Secular Education

Degree	Name of School/College/University	Year of Completion	Percentage/ Grade
HSC/+2			
BA/ Equivalent			
MA/ Equivalent			
M.Phil			
Ph.D			
Any other			

18. Theological Education (if any)

Degree	Department/ Specialization	Name of College/ Seminary	Year of Completion	Grade
B.Th				
M.Div./B.D				
M.Th				
Ph.D.				
Any other				

N.B. : Attested copies of certificates and marks lists should be submitted at the time of appointment.

19. Languages known (Please ✓ the relevant coloumn)

Sl.No.	Language	Understand	Read	Write	Speak	Translate

20. Does the Applicant have basic computer knowledge? Yes No

If yes, give details

21. Does the applicant have special interest in any particular area? Yes No

If so, which?

C. PROFESSIONAL INFORMATION

Name of the Organisation	Position/ Title	Duration (Specify Year)	Job/ Designation	Reason for Leaving

N.B. : Experience certificates and conduct certificates should be submitted at the time of appointment.

D. SPIRITUAL INFORMATION

22. Has the applicant received Jesus Christ as his/her personal Saviour?

If so, date

23. Is the applicant sure of his/her calling for ministry

24. Name and Address of the Church where the applicant is an active member

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25. Relationship of the applicant with the Church

26. Name and Phone number of the Church Pastor/Vicar

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27. Has the applicant been involved and contributed towards the accomplishment of the Great Commission during the past five years? Please explain where and how?

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28. Does the applicant prioritise on God, Family and Ministry in his/her life? Yes No

If yes, write the priority in order

1. 2. 3.

Please state the reasons for the prioritization?

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29. Does the applicant have a specific Bible Verse or theme that inspires and guides his/her life? Please give a brief statement.

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E. EMPLOYMENT INFORMATION

30. Reason for seeking position at OTI

31. Position Desired Full Time / Part Time

32. Applicant's expected remuneration ?

33. In the event of appointment, will the applicant obey the rules and regulations of OTI?

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34. In the event of appointment, if the applicant is found to be involved in any issue that adversely effects the Institution in general, the College reserves the right to terminate the applicant with immediate effect. Is the applicant willing to comply with this?

..... Yes No

35. In the event of appointment, will the applicant work whole-heartedly for the growth of the College.

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..... Yes No

36. We do appreciate the applicant's interest to be part of OTI. Please mention a few important aspects of OTI that influenced the applicant to apply to OTI.

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37. Does the applicant think that he/she can contribute to and fulfill his/her God given mission mandate through OTI? If so how?

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38. OTI believes in spiritual and professional commitment and dedication both from management and staff. What is the envisaged span of time for the applicant to be part of ministry of OTI?

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39. Please mention a minimum period of commitment if the applicant is selected.

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DECLARATION

I.....hereby solemnly declare that the information given above is correct. If appointed, I will obey the rules and regulations of OTI and work whole heartedly for the expansion of the Kingdom of God.

Date:.....

Name :.....

Signature.....

OFFICE USE ONLY

Result of screening	:	Approved / Rejected
Interview date	:
Result of interview	:
Required to join on	:
Position given	: Full time/ Part time

Date

President

Director