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| **UNIVERSITI teknologi brunei**    **[Application Form for Academic Position]**  **LOCAL APPLICANT**  **Please complete and submit to:**  Registrar and Secretary  Universiti Teknologi Brunei  (Attention to: Assistant Registrar, Personnel)  **For applicant use only**  This application form must be accompanied with   |  | | --- | | ***CHECKLIST/instructions*** | | Signature of the applicant and the date of submission  Letter of application  Recent passport-size photograph  Copies of academic certificates and transcripts (high school first degree, master’s  degree, PhD including professional qualifications)  Copy of identity card  Names and contact details *(including email addresses)* of 4 referees  Up-to-date curriculum vitae  Copy of current appointment letter, if any  Copy of current pay slip/salary certificate, if any  Proof of payment for the professional qualifications, if any  Print out of your teaching portfolio, research portfolio, Scopus h-index, citation, and  number of listed publications by the published closing date.  **An incomplete application may not be considered**. | |

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|  | **UNIVERSITI TEKNOLOGI BRUNEI**  **APPLICATION FORM FOR ACADEMIC POSITION**  **[LOCAL APPLICANT]** | Attach **recent**  passport-size photograph  here |

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| **For Official Use Only** |
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*\* Please complete the form in* ***BLOCK LETTERS***

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| 1. **POSITION APPLIED FOR** | | | | | | | | | | | | | | | | | | | | | | | |
| Post applied for: | | | | | | | | | | | | | | Faculty/School/Centre:  Reference Number:  Closing Date (dd/mm/yy):  Date of any previous application: | | | | | | | | | |
|  |  | | | Professor | | | | | | | | | |
|  |  | | | Associate Professor | | | | | | | | | |
|  |  | | | Senior Assistant Professor | | | | | | | | | |
|  |  | | | Assistant Professor | | | | | | | | | |
|  |  | | | Lecturer | | | | | | | | | | Source of the vacancy: | | | | | | | | | |
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| 1. **PERSONAL DETAILS** | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name as in Brunei Identity Card (underline Surname / Family Name): | | | | | | | | | | | | | | | | | | | | Title (Prof / Dr / Mr / Mrs / Ms etc.) | | | |
| Mailing Address: | | | | | | | | | | | | | | | | | | | | | | | |
| Postcode: | | | | | | | | | | | | | | | | | | | | | | | |
| Telephone [Home/Mobile]: | | | | | | | | | | | | | | | Email Address: | | | | | | | | |
| Telephone [Office]: | | | | | | | | | | | | | | | Fax No: | | | | | | | | |
| Date of Birth: | | | | | | | Gender: | |  | Male | | | | | Nationality: | | |  | | | | | |
| Religion: | | | | | | |  | |  | Female | | | | | Race: | | |  | | | | | |
| Country of Birth: | | | | | | | | | Identification Card No.: | | | | | | | | | | | | Passport No.: | | |
|  | | | | | | | | |  | | | | | | | | | | | |  | | |
| 1. **FAMILY BACKGROUND** | | | | | | | | | | | | | | | | | | | | | | | |
| Full Name | | | | | | | | Date & Place of Birth | | | | | Nationality | | | | Occupation | | | | | Current Address | |
| Father | | |  | | | | |  | | | | |  | | | |  | | | | |  | |
| Mother | | |  | | | | |  | | | | |  | | | |  | | | | |  | |
| Spouse | | |  | | | | |  | | | | |  | | | |  | | | | |  | |
| Child(ren) | | |  | | | | |  | | | | |  | | | |  | | | | |  | |
| 1. **ACADEMIC QUALIFICATIONS** | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | Major Field of Study | | | | | | Name & Address of Awarding Institution | | | | | | | | | | | | Award Date of Certificate |
| First Degree | | | | |  | | | | | |  | | | | | | | | | | | |  |
| Master’s Degree | | | | |  | | | | | |  | | | | | | | | | | | |  |
| PhD | | | | |  | | | | | |  | | | | | | | | | | | |  |
| Other Awards, please state: | | | | |  | | | | | |  | | | | | | | | | | | |  |
| Professional Qualifications | | | | | Type / Class | | | | | | Name & Address of Awarding Institution | | | | | | | | | | | | Date |
|  | | | | |  | | | | | |  | | | | | | | | | | | |  |
| Use this space to provide additional information you wish to include / you may use additional sheet if necessary | | | | | | | | | | | | | | | | | | | | | | | |
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| **General Certificate of Education Ordinary Level or its equivalent** | | | | | | | | | | | | | | | | **Subjects and Grade** | | | | | | | |
| **Name of Examination:**  **School/College:**  **Award Date of Certificate:**  **Results:** | | | | | | | | | | | | | | | |  | | | | | | | |
| **General Certificate of Education Advanced Level/Higher National Diploma or its equivalent** | | | | | | | | | | | | | | | | **Subjects and Grade** | | | | | | | |
| **Name of Examination:**  **School/College:**  **Award Date of Certificate:**  **Results:** | | | | | | | | | | | | | | | |  | | | | | | | |
| 1. **CURRENT EMPLOYMENT** | | | | | | | | | | | | | | | | | | | | | | | |
| Name & Address of Current Employer: | | | | | | | | | | | | | | | | | | | | | | | |
| Current Appointment | | | | | Current Monthly Salary | | | | | | | Date of Appointment | | | | | | | Duties and Responsibilities | | | | |
|  | | | | |  | | | | | | |  | | | | | | |  | | | | |
| 1. **PREVIOUS EMPLOYMENT** (Most recent first, use additional sheet if necessary) | | | | | | | | | | | | | | | | | | | | | | | |
| From | | To | | | | Name & Full Address of Employer | | | | | | | | | | Post Held, Duties and Responsibilities | | | | | | | |
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| 1. **ADMINISTRATION, LEADERSHIP AND MANAGEMENT** | | | | | | | | | | | | | | | | | | | | | | | |
| Contribution to the Administration of the University at Programme Level, Faculty level, appointment as a principal officer (Dean/Director) or course coordinator and accomplishments in that role, and contribution to the attainment of the goals described in any of the University’s mission and statement/strategic plan/research plan or faculty strategic plan. Please also state any new initiatives at each level:  **Programme Area Level:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Nos. | Date (From – To) | Chair/Member of Committee | New Initiatives Introduced/Implemented | Accomplishments in the role | |  |  |  |  |  | |  |  |  |  |  |   **Faculty Level:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Nos. | Date (From – To) | Chair/Member of Committee | New Initiatives Introduced/Implemented | Accomplishments in the role | |  |  |  |  |  | |  |  |  |  |  |   **University Level:**   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Nos. | Date (From – To) | Appointment/Position | New Initiatives Introduced/Implemented | Accomplishments in the role | |  |  |  |  |  | |  |  |  |  |  |   **Service Awards or Prizes, if any:**   |  |  |  | | --- | --- | --- | | Date Awarded | Name of the Award | Explain briefly the significant of the award | |  |  |  | |  |  |  | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **ADDITIONAL INFORMATION IN SUPPORT OF APPLICATION (use additional sheet if necessary)** | | | | | | | | | | | | | | | | | | | | | | | |
| **Indicate modules that you can teach and are willing to offer at undergraduate and postgraduate levels:**   |  |  | | --- | --- | | Undergraduate Modules | Postgraduate Modules | |  |  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Indicate Present Research Activities, Areas of Interest, Research Collaboration, Plans for Future Development in your Research Field, Research Grants and Research Prizes granted.**  Research Activities:  Research Area/Interest:  Research Collaborations in Multidisciplinary/Cluster Projects:  Plans for Future Development in your Research Field:  Research Grants:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Date (From – To) and Duration | Research Title | Amount $ | Source of Funding | Principal Investigator or Collaborator and % contribution to joint projects | |  |  |  |  |  | |  |  |  |  |  |   Research Prizes:   |  |  |  |  | | --- | --- | --- | --- | | Name of the Award | Awarding Body | Date Awarded | Explain briefly the significance of the award | |  |  |  |  | |  |  |  |  | |  |  |  |  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Supervision Experience**: Please indicate and provide a list of supervision at undergraduate level (such as final year projects) and postgraduate level (Master’s degree and PhD students)   |  |  |  | | --- | --- | --- | | Level of Supervision | Number of Students/Projects Supervised | | | Main Supervision | Co-Supervision | | Degree |  |  | | Masters |  |  | | PhD |  |  | | Others: |  |  | | | | | | | | | | | | | | | | | | | | | | | | |
| **Publications (Should only include publications in recognised academic journals/books, please provide full publication details, e.g. all authors, titles, dates)**   |  |  | | --- | --- | | Publications | In terms of numbers | | Books and Book Chapters |  | | Edited Books |  | | Referred Journal Articles |  | | Non-referred Articles |  | | Conference Papers (Full paper) |  | | Technical Reports/Working Papers |  | | Start-up Companies/Exhibitions |  | | Patents |  | | Others, please specify |  |  |  |  | | --- | --- | | Current Publication Standing | Scopus | | h-index |  | | Citations (excluding self-citation) |  | | No. of Publications listed |  |   Please attach a list of Publications (Books and Monograph, International Journals, and Other Scholarly Publications) and provide a print out and the link to your Scopus h-index and citation, as a measure for both the productivity and impact of the published work  [Use additional sheet if necessary] | | | | | | | | | | | | | | | | | | | | | | | |
| **Any Other Relevant Information** | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **LANGUAGES** | | | | | | | | | | | | | | | | | | | | | | | |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | |  | Written Ability | | | Spoken Ability | | | |  | Fluent | Good | Fair | Fluent | Good | Fair | | Malay |  |  |  |  |  |  | | English |  |  |  |  |  |  | | Arabic |  |  |  |  |  |  | | Others |  |  |  |  |  |  | |  |  |  |  |  |  |  | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **REFEREES**   Please provide names of four (4) referees who are willing to serve in their capacity and will be able to submit reports to the University by a given date. Referees should be people of standing whose judgements can be relied upon by the Panel in its deliberation. | | | | | | | | | | | | | | | | | | | | | | | |
| |  |  | | --- | --- | | Full Name of Referee |  | | Position |  | | Address |  | | Telephone |  | | Email Address |  | | Relationship to applicant |  |  |  |  | | --- | --- | | Full Name of Referee |  | | Position |  | | Address |  | | Telephone |  | | Email Address |  | | Relationship to applicant |  |  |  |  | | --- | --- | | Full Name of Referee |  | | Position |  | | Address |  | | Telephone |  | | Email Address |  | | Relationship to applicant |  |  |  |  | | --- | --- | | Full Name of Referee |  | | Position |  | | Address |  | | Telephone |  | | Email Address |  | | Relationship to applicant |  | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. **DECLARATION** | | | | | | | | | | | | | | | | | | | | | | | |
| I declare that all the information provided on this application is true and correct to the best of my knowledge. I understand this information is subject to verification, and my employment and/or continuance thereof may depend upon its accuracy.  ------------------------------------------ -----------------------------------  Applicant’s Signature Date | | | | | | | | | | | | | | | | | | | | | | | |