



recruitment solutions corp.  
License No. POEA-196-LB-102519-R

CERTIFIED QUALITY SYSTEM  
ISO 9001:2015

t : +63 (2) 8524 4745, 8524 4750  
5302 7101 (loc. 101-108)  
f : +63 (2) 5302 7036  
e : apply@e-recruitment.com.ph  
w : www.lbsrecruitment.com.ph

**We do it better.**

Room M3-M5 No. 610 Gochangco Bldg., T.M. Kalaw Street,  
cor. M.Y. Orosa Street, Ermita Manila, 1000 Philippines

**CONTROL NUMBER**

2X2  
Colored Picture  
(Attach 4 copies)

## APPLICATION FORM (ESD)

Position Applied ▶		
How did you know <b>LBS Recruitment Solutions Corp.</b> ? ▶		
Do you have re-entry visa to <b>Middle East</b> countries? <input type="radio"/> Yes <input type="radio"/> No		
if Yes ▶	Expiration Date:	Country:

### Personal Information

				Date Applied ▶
Last Name	First Name	Middle Name	Religion ▶	
Highest Education ▶	Date of Birth ▶	Place of Birth ▶		
No. of years Experience: Local ▶	Abroad ▶	Age ▶		
Civil Status ▶	No. of Children ▶	Gender <input type="radio"/> M <input type="radio"/> F	Weight (kg) ▶	Height (cm) ▶
Name of Father ▶	Date of Birth ▶			
Name of Mother ▶	Date of Birth ▶			
Name of Spouse ▶	Date of Birth ▶			

### Contact Information

Primary Address ▶		Home Phone ▶
	Postal Code ▶	Mobile Phone ▶
Provincial Address ▶		Provincial Phone ▶
	Postal Code ▶	Office Phone ▶
E-mail Address ▶	Skype Account ▶	

### Person to Contact in Case of Urgent Message

Name ▶	Relation ▶
Address ▶	Mobile Phone ▶
Postal Code ▶	Office Phone ▶

### If Currently Employed

Company ▶	Postal Code ▶
Address ▶	Mobile Phone ▶
	Office Phone ▶

### Educational Attainment

	Name of School	Year Started (YYYY)	Year Finished (YYYY)	Degree / Course
High School ▶				
College ▶				
Technical ▶				
Vocational ▶				
Post Graduate ▶				

<b>CONTROL NUMBER</b>
-----------------------

### Work Experience (Present to Previous)

Company Name	Agency
Company Address	Date Joined (MM/DD/YY) <span style="float: right;">Date Left (MM/DD/YY)</span>
Position	
Reason for Leaving	Salary

Company Name	Agency
Company Address	Date Joined (MM/DD/YY) <span style="float: right;">Date Left (MM/DD/YY)</span>
Position	
Reason for Leaving	Salary

Company Name	Agency
Company Address	Date Joined (MM/DD/YY) <span style="float: right;">Date Left (MM/DD/YY)</span>
Position	
Reason for Leaving	Salary

Company Name	Agency
Company Address	Date Joined (MM/DD/YY) <span style="float: right;">Date Left (MM/DD/YY)</span>
Position	
Reason for Leaving	Salary

Company Name	Agency
Company Address	Date Joined (MM/DD/YY) <span style="float: right;">Date Left (MM/DD/YY)</span>
Position	
Reason for Leaving	Salary

### Other Information

Special Skills
Computer Application Software you can Operate
Equipment and Test Instruments you can Operate
Trainings & Seminars
List of Language you Speak

	Number	Registration Date	Expiry Date	Place of Issuance
PRC License				

	Number	Date Issued	Expiry Date	Place of Issuance
Passport				
NBI Clearance				
Driver License				
GSIS / SSS No.		TIN		Philhealth No.

"I, \_\_\_\_\_, hereby state that I am applying with **LBS Recruitment Solutions Corporation** to work as \_\_\_\_\_ in \_\_\_\_\_.

Fully aware of the data privacy law, I am voluntarily turning over such information and documents to LBS Recruitment Solutions Corp. for recruitment and processing relative to my application for a job overseas. I also allow LBS Recruitment Solutions Corp. to share these information and documents with other parties to improve chances of my employment overseas.

I further certify that I did not pay any fee to LBS Recruitment Solutions Corp. in connection with this application.

\_\_\_\_\_

Date Signature of Applicant

City of Manila ) S.S  
X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-X-

**Affidavit of Acknowledgement  
Of Official Advisory, Caution, Prohibition and Warning  
About Authorized Payment / Collection of Fees**

I, \_\_\_\_\_, of legal age, Filipino and residence at \_\_\_\_\_, after having been duly sworn for in accordance with law hereby depose state and acknowledge that:

1. Prior to my application with LBS Recruitment Solutions Corporations, I did not pay any amount of money to any officer, director or employee thereof or to any other person for my purpose related to my application;
2. At the time of my application, I have been properly advised by LBS Recruitment Solutions Corporation that I should pay the fees allowed by existing rules and regulations only to the duly authorized officer or employee thereof;
3. I have been sufficiently cautioned by LBS Recruitment Solutions Corporation that it has not authorized any other person to collect or receive any amount in its behalf;
4. Moreover, I have been properly prohibited by LBS Recruitment Solutions Corporation from giving or paying any amount of money to any person not officially connected with it, for any purpose like loan, donation, assistance, processing fee, placement fee, medical fee, etc.;
5. Finally, I have been clearly warned by LBS Recruitment Solutions Corporation that, if I am found to have violated the above-cited prohibition, the same can be a ground for the rejection or denial of my application and the cancellation of my employment contract, OEC and visa and that the company shall not assume any responsibility for the refund of any money I gave or paid to any person not officially connected with the company.

**FURTHER AFFIANT SAYETH NAUGHT.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_\_\_ 20\_\_\_, at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
**Signature over Printed Name**

SUBSCRIBED AND SWORN to before me, a Notary Public for and in \_\_\_\_\_ this \_\_\_ day of \_\_\_\_\_ 20\_\_\_, affiant exhibiting to me his/her CTC No. \_\_\_\_\_, issued on \_\_\_\_\_ at \_\_\_\_\_.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 20 \_\_\_\_\_

Notary Public

## SINUMPAANG SALAYSAY

Ako si \_\_\_\_\_, sapat ang gulang, Pilipino, at naninirahan sa \_\_\_\_\_, matapos makapanumpa nang naaayon sa batas, ay nagsasabi:

1. Na ako ay nag-“apply” sa LBS Recruitment Solutions Corporation (“LBS”) para makapagtrabaho sa ibang bansa bilang \_\_\_\_\_;

2. Na ako ay mahigpit na pinayuhan at binalaan ng LBS na, kapag ako ay magbigay ng di totoong impormasyon sa aking aplikasyon/bio-data at iba pang dokumento na isinumite at isusumite ko para suportahan ang akig aplikasyon o kapag ako ay gumamit o magsumite ng palsipikado o pekeng dokumento kaugnay ng aking aplikasyon, ako ay maaaring masampahan ng demanding criminal sa ilalim ng Artikulo Blg. 171, 172, 175 at/o 178 ng “Revised Penal Code” at maaari akong makulong dahil dito;

3. Na ako ay mahigpit na pinayuhan at binalaan din ng LBS na ang paggamit, pagbigay or pagsumiteng di totoong impormasyon o palsipikado o pekeng dokumento para sapag-“apply” o pagtrabaho sa ibang bansa ay isang administratibong “offense” sailalim ng 2002 POEA Rules and Regulations at maaaria kong masuspinde o madiskwalipika sa paglahok sa “overseas employment program”, ibig sabihin ay hind ako maaaring mag-“apply” sa at ma-“process” o ma-“deploy” ng anumang “recruitment agency”, pati ang POEA;

4. Na ako ay umaayon at pumapayag na, kapag gumawa ako ng mga nabanggit na krimen o gumawa ako ng anumang palsipiksasyon o pagpekeng dokumento tulad ng “birth certificate, pasaporte, professional license, school records, training/employment/medical certificates” at iba pa o gumawa ng panloloko o pagsisinungaling para makapagtrabaho lang sa ibang bansa, kaugnay ng aking aplikasyon bago ako umalis ng Pilipinas o kahit na ako ay nasa ibang bansa na, maaaring mangyari ang mga sumusunod na hakbang:

- a. Ma-“reject” o ma-“deny” ang aking aplikasyon;
- b. Makansela o bawiin ang “job offer” sa akin;
- c. Makansela ang aking “employment contract”;
- d. Makansela ang aking “Overseas Employment Certificate”;
- e. Iurong o bawiin ang aking aplikasyon para “entry/work visa/permit”;
- f. Makansela ang “entry/work visa/permit”;
- g. Makansela ang aking “plane ticket and flight booking”;
- h. Makansela ang aking pag-alis;
- i. Matanggal ako sa aking trabaho sa ibang bansa;
- j. Maaresto at maditine akong pamahalaanng bansa kung saan ako nagtatrabaho;
- k. Maparusahan ako ng pagkakakulong at pagbayad ng multa sa pamahalaanng bansa kung saan ako nagtatrabaho;
- l. Mapauwi ako sa Pilipinas sasarili kong gastos;
- m. Mapilitan akong isoli ang mga nagastos ng LBS at/o ng aking employer para sa aking “processing, deployment and repatriation” at magbayad ng dañosperwisios;
- n. Isumbong ako sa Department of Foreign Affairs at iba pang ahensiya ng pamahalaan;

5. Na ako ay marunong bumasa at nabasa at nauunawaan ko at umaayon ako sa nilalaman nito.

BILANG PATOTOO, malayang pinirmahan ko ito ngayong ika \_\_\_\_\_ ng \_\_\_\_\_ 20\_\_\_\_, sa \_\_\_\_\_, Pilipinas.

**Pirma sa Ibabaw ng Buong Pangalan**

SUBSCRIBED AND SWORN to before me, a Notary Public for and in \_\_\_\_\_ this \_\_\_\_\_ day of 20\_\_\_\_, affiant exhibiting to me his/her \_\_\_\_\_ No. \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_ valid until \_\_\_\_\_.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 20 \_\_\_\_\_

## SWORN STATEMENT

I \_\_\_\_\_, Filipino of legal age, after having sworn according to law, hereby depose and state:

1. That I am an applicant of LBS Recruitment Solutions Corporation for employment overseas;
2. That I am undergoing travel documentation having been offered the position of \_\_\_\_\_, with a monthly basic salary of USD \_\_\_\_\_ by \_\_\_\_\_ In \_\_\_\_\_;  
(Company/Employer) (Host Country)
3. That, as made necessary by travel documentation requirements, I am voluntarily submitting to LBS Recruitment Solutions Corporation original and personal documents like passport, educational credentials, insurance, medical certificates, NBI clearance, etc. to comply with Government and Embassy requirements;
4. That I am duly informed by LBS Recruitment Solutions Corporation that my original personal documents will be returned to me after serving official documentation purposes, and
5. That I am voluntarily executing this statement to attest to the truth of the foregoing facts.

### FURTHER AFFIANT SAYETH NAUGHT.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_\_\_ 20\_\_\_, at \_\_\_\_\_, Philippines.

Signature : \_\_\_\_\_  
**AFFIANT / APPLICANT**

SUBSCRIBED AND SWORN to before me, a Notary Public for and in \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_, affiant exhibiting to me his/her CTC No. \_\_\_\_\_, issued on \_\_\_\_\_ at \_\_\_\_\_.

Signature : \_\_\_\_\_  
**ADMINISTERING OFFICER**