

CONFIDENTIAL

Professional Conversion Programme (Train and Place) for Advanced Biopharmaceuticals Manufacturing (PCP TnP Advanced Biopharma)

PLEASE READ THESE INSTRUCTIONS CAREFULLY.

1. The application form is to be submitted together with supporting documents (**Please refer to 'List of Documents to be Submitted' on the last page**) onto [Professional Conversion Programme \(PCP\) Details \(mycareersfuture.gov.sg\)](#).

If you have any enquiry, please write to pharma_biologics@sp.edu.sg.

- Do not leave any item blank in the application form. If it is not applicable, please indicate 'N.A'.
- Any false information &/or willful suppression of data shall result in disqualification, or if successful to void application with appropriate legal proceedings.
- Singapore Polytechnic does not enter into correspondence with regards to the reasons for non-selection of candidates.

Important to Note:

- Candidates successfully enrolled into the Programme are required to attend and complete all the trainings within prescribed period of time as well as conform to SP's regulations, instructions and requirements in the Programme.
- All personal information collected is for the sole purpose of program administration only and will be held by SP in confidential as required by law.

1. PERSONAL PARTICULARS	
Full Name (as in NRIC or passport): Mr/Miss/Mrs/Mdm *	
Nationality: Singaporean/ Singapore PR If Singapore PR, original nationality:	Date of NS Completion if Applicable (mm/yyyy) for eligibility check:
Passport Number/NRIC (last 3 numeric and 1 alphabet) : SXXXX _ _ _ _	
Date of Birth (dd/mm/yyyy) for eligibility check:	
Home Address: Postal Code:	
Home Tel (Local):	Mobile No:
E-mail address:	
2. TRAINEE POSITION(S)	
Note: Please indicate one to three trainee position(s) & with which company. (Refer to SP website for more participating companies which are open for application and available trainee positions)	
1 st choice:	

2nd choice:

3rd choice:

3. EMERGENCY CONTACT

Please include the particulars of your next kin for emergency purposes.

Name	Relationship to Applicant	Contact Number (Hp)

4. EDUCATION QUALIFICATIONS

Name of School/Institution	Years Attended (dd-mm-yyyy to dd-mm-yyyy)	Qualification Received (eg. Diploma in Mechanical Engineering)	Major (if applicable)

5. EMPLOYMENT RECORD

Name of Employer (Company name)	Position held	From (mm/yy)	To (mm/yy)	Last Drawn Salary	Reasons for leaving

6. Other Information

(1) How did you come to know about the PCP Programme?

SP's Webpage Roadshow Company's recommendation Newspaper

Others (Please specify: _____)

(2) Have you enrolled in any government supported programme/course previously

(eg. overseas/local Biologics Skills Training, PCP-Biologics, Advanced Diploma, Specialist Diploma, etc.)

No

Yes

If yes:

(a) Please state the title of programme and the completion date (mm/yyyy):

(b) Please indicate the reason/s for not completing the programme if it is not completed:

7. DECLARATION

(1) I hereby give consent to my data being used for the purposes of recruitment and employment.

(2) I declare that the information provided in this application and the attachments (if any) is true and correct to the best of my knowledge and that I have not wilfully suppressed any material fact. I accept that if any of the information given by me in this application is in any way false or incorrect, my application may be rejected, any offer of employment may be withdrawn or my employment with the Company may be terminated summarily or I may be dismissed.

Signature of Applicant: _____

Date: _____

List of Documents to be Submitted

Please submit the following documents to **Professional Conversion Programme (PCP) Details (mycareersfuture.gov.sg)**:

- Application Form for the 'Professional Conversion Programme (Train and Place) for Advanced Biopharmaceuticals Manufacturing (PCP TnP Advanced Biopharma)'

- Scanned copies (in original language with English translation, if applicable) of all certificates, transcripts and reports showing grades awarded by institutions that you have completed or are currently pursuing.
 - Nitec and/or Higher Nitec
 - Diploma
 - Degree

- CV/ resume