



Personnel Recruitment Request Form

Name of Company : _____ Date: _____

Address : _____

CPF Ref No : _____ Contract Period: _____

Contact Person : _____ Tel / Fax: _____

No. of Personnel Needed: _____ Levy: _____

Position : _____

Job Specifications : _____

Working Hrs & Days : _____

Salary Per Day / Month : _____

Overtime Hrs & Rate : _____

Age / Gender Preference: _____

Accommodation Address: _____

Other Preferences / Remarks: _____

I hereby authorized SG Quest Pte Ltd to recruit the above personnel/s according to the said requirements for and on behalf of our company.

Name & Signature of Requestor

Company Stamp