



**Ministry of Labour and Employment
Directorate of National Employment Services**

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JOB CANVASSING FORM

Canvassing date: / / District

ESTABLISHMENT DATA		FILLED VACANCIES (one month before this visit)													
Name _____ Type of business _____ Telephone _____ Location _____ _____		Please be precise: Y <input type="checkbox"/> N <input type="checkbox"/> 1 _____ 2 _____ 3 _____													
ESTABLISHED POSITIONS		EXPECTED VACANCIES (future)													
<table style="width:100%"> <tr> <td style="width:50%">Male</td> <td style="width:50%">Female</td> </tr> <tr> <td>Number _____</td> <td>Number _____</td> </tr> </table>		Male	Female	Number _____	Number _____	Please be precise: Y <input type="checkbox"/> N <input type="checkbox"/> <table style="width:100%"> <tr> <td style="width:80%">Period</td> <td style="width:20%">in months</td> </tr> <tr> <td>1 _____</td> <td>_____</td> </tr> <tr> <td>2 _____</td> <td>_____</td> </tr> <tr> <td>3 _____</td> <td>_____</td> </tr> </table>		Period	in months	1 _____	_____	2 _____	_____	3 _____	_____
Male	Female														
Number _____	Number _____														
Period	in months														
1 _____	_____														
2 _____	_____														
3 _____	_____														
DECLARED VACANCIES (currently to be filled)															
Please be precise: Y <input type="checkbox"/> N <input type="checkbox"/>															
		Period in months													
1 _____		_____													
2 _____		_____													
3 _____		_____													
REMARKS															
Enough staff <input type="checkbox"/> No vacant position <input type="checkbox"/> low business <input type="checkbox"/> Other, specify _____															