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| **Description: cid:image001.png@01D2221A.F05EE290** | Employee Referral Form Please fill & attach applicant’s CV or Resume to this form and submit to Recruitment team. |
| Referrer’s Details (If Any) |
| Referrer’s Name: |       | Date of Referral:       |
| Location:       | ABIS Employee ID:       |
| Job Title: | Department: | Telephone: |
|        |       |       |
| E-mail:       | Relationship to Applicant:       |
| Applicant’s Details |
| Applicant’s Name: |   |
| Nationality |  | Saudi ID/ Passport Number |  |
| Education/ Discipline: |  | Iqama Number  |  |
| Age |  | Does the applicant have Iqama Visa Transferable | YES | NO |
| Current Employer: |  |
| Current Job Location:       |
| Current Job Title: |  | Current Salary USD | $  | Updated Telephone 01: | Updated Telephone 02: |
| Applicant Interest to join as SMP(supply manpower):  | YES | NO | Approx. duration required to join:      | Active E-mail: |
| Relevant Experience |
| Number years of experience:       | Position applied for (if specific)  |
| Saudi Aramco Experience  | YES | NO |       |
| Does the applicant have Gulf Experience  | YES | NO |
| Oil & gas experience  | YES | NO | Some |  |
| For HR use only |
| Hire [ ]  | Do Not Hire [ ]  | Hold [ ]  |
| Date Received:       | Input into Database:       |
| Vacancy Ref (if applicable):       | Vacancy Title:       |
| Location:       | Salary Band:       |
| Hiring Manager:       | Recruiter:       |
| Cost Centre:       | Job Code:       |
| HR APPROVALS |
| HR Manager – Sign and Print Name | Dated:  |
| Hire Date: | Start Date: |
| New Employee ID: | Location: |
| Payroll Department: | Sent to Payroll:  |