

**ENGINEERS REGISTRATION BOARD**

**Requisition for Engineers (to be filled by Employer)**

---

---

**1.0 Company particulars:**

1.1 Name \_\_\_\_\_

1.2 Postal address \_\_\_\_\_  
\_\_\_\_\_

1.3 Physical address \_\_\_\_\_  
\_\_\_\_\_

1.4 Telephone No. \_\_\_\_\_

1.5 Fax No. \_\_\_\_\_

1.6 E-mail address \_\_\_\_\_

1.7 Website \_\_\_\_\_

1.8 Name of company's CEO \_\_\_\_\_

**2.0 Job particulars:**

2.1 Post title for which requisition is made (fill a separate form for each post)  
\_\_\_\_\_

2.2 Work station \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.3 Specific Job requirements \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.4 Desired qualifications and experience \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.5 Terms of employment \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.6 Remuneration offered \_\_\_\_\_  
\_\_\_\_\_

2.7 Willingness to pay for service \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**3.0 Officer making the requisition:**

\_\_\_\_\_  
Name Signature Title

Date: \_\_\_\_\_

\_\_\_\_\_