

List of documents for persons participating in the Competition

1. Application (addressed to the Chairman of the Competition Commission);
2. Personal sheet of personnel records;
3. Autobiography;
4. A copy of the identity card;
5. Copies of higher education diplomas, academic and scientific degrees, certificate of academic rank and originals for verification;
6. Copies of certificates of retraining and advanced training for the last five years and originals for verification (if any);
7. List of scientific works and inventions (if any);
8. Medical certificate № 075 /y form, approved by order of the acting of the Minister of Health of the Republic of Kazakhstan dated October 30, 2020 № KR HM-175/2020, issued no more than 6 (six) months before the date of submission of documents - for persons participating in the competition for the first time;
9. a certificate on the presence or absence of information on the commission of a criminal offense issued by the Committee of Legal Statistics and Special Records of the General Prosecutor's Office of the Republic of Kazakhstan;
10. Certificate from a narcological organization in the form, in accordance with the standard of the state service "Issuance of a certificate from a narcological organization", approved by order of the Minister of Health and Social Development of the Republic of Kazakhstan dated April 27, 2015 № 272, issued no more than 1 (one) year before the day submission of documents;
11. Certificate of a neuropsychiatric organization in the form according to the standard of the state service "Issuance of a certificate from a neuropsychiatric organization" approved by order of the Minister of Health and Social Development of the Republic of Kazakhstan dated April 27, 2015 No. 272, issued no more than 1 (one) year before the date of submission of documents;
12. Recommendation of the department / faculty / high school / scientific unit (based on the decision taken at a meeting of the relevant department / faculty / high school / scientific unit);
13. Program for the development of the department - for persons participating in the competition for filling the vacant position of the head of the department;
14. Program for the development of the faculty / high school - for persons participating in the competition for the vacant position of the dean of the faculty / high school.

The participant of the competition has the right to submit additional information regarding his education, work experience, professional level (list of scientific publications, recommendations from the management of the previous place of work, etc.).

F.6.12-01

Application of teaching staff and researchers for participation in the competition for filling a vacant position	SMQ SKU PR 6.12-2021 "Rules" (Version 03)
For consideration by the Competition Commission (decision)	To the Chairman of the Competition Commission of M.Auezov SKU First Vice-Rector,
_____	_____
(signature)	(position)
« ____ » _____ 20 ____ y.	Candidate of Legal Sciences (academic degree, academic title)

	K.E. Nurmanbetov (Ф.И.О.)
	from

	(position, department name)

	(full name)

APPLICATION

I ask you to admit me to participate in the competition for the vacant position

(Job title)

Faculty / Higher School / Departments _____

(Underline whatever applicable)

(name of faculty / school / department)

I am attaching the necessary documents, I have read the terms of the competition.

« ____ » _____ 20 ____ y.

/ signature /

The documents meet the requirements of the competition

Secretary of the competition committee:

Ent.№ _____

from « ____ » _____ 20 ____ y.