

## APPLICATION FORM

### 3-Day Training on Social Media Mastery for Dev Organizations

OCTOBER 4 - 6, 2016

MURREE

*The following questions are for internal use only. Community World Service Asia will not share your information with any outside parties.*

#### PERSONAL RECORD:

Full Name: \_\_\_\_\_

Sex: ☐ Female ☐ Male Age: \_\_\_\_\_

How did you hear about the training: ☐ Website ☐ Invitation Email ☐ Colleague/Friend ☐ Other

Educational Qualification: ☐ Matric ☐ Intermediate ☐ Graduation ☐ Masters

ID card number:  -  -

Health Concerns: \_\_\_\_\_  
(If you have any serious medical condition please state so that the management team can facilitate you better)

#### EMPLOYMENT RECORD:

Name of Organization: \_\_\_\_\_

Present Designation: \_\_\_\_\_ Department: \_\_\_\_\_

When did you start working at this organization (Day/Month/Year) \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Phone No: \_\_\_\_\_ Fax No: (optional) \_\_\_\_\_

E-mail: \_\_\_\_\_

What type of organization do you work in?

☐ NGO ☐ INGO ☐ Educational Institute ☐ Other - Specify \_\_\_\_\_

How would you categorize your organization's size?

☐ Small ☐ Medium ☐ Large

Mailing Address: \_\_\_\_\_

Province: \_\_\_\_\_ City: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_ Supervisor's e-mail: \_\_\_\_\_

Total number of staff in your organization: \_\_\_\_\_

Q: What is the nature of work of your organization?

---

---

---

Q: How many offices does your organization have in the country? (Include all field and core offices)

☐ 3 or below

☐ 4 to 10

☐ More than 10

Q: How long has your organization been operating?

☐ 4 years or less

☐ 5 to 10 years

☐ More than 10 years

Q: What are your responsibilities at work?

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

Q: List your expectations from this workshop:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Q: Have you ever attended a workshop pertaining to Social Media before? If yes, please provide details:

☐ Yes

☐ No

---

Q: Is your organization willing to pay the registration and travel expenses? ☐ Yes ☐ No

Q: Do you want the organizer to arrange for your accommodation in Murree? ☐ Yes ☐ No  
**(There are no separate charges for accommodation. This is included in the training fee.)**

Q: Do you require vegetarian meals? ☐ Yes ☐ No

*The following questions are for M&E purposes only. Please answer them to the best of your ability.*

Q: At what level would you rate your general computer savviness?

☐ Novice

☐ Intermediate

☐ Proficient

☐ Expert

Q: At what level would you rate your Organization's digital presence?

☐ Novice

☐ Intermediate

☐ Proficient

☐ Expert

Q: Whom is your organization trying to reach with its message? Moreover, what media does it use to reach the audience?

---

---

---

Q: What are the Social Media related challenges you face in you organization?

---

---

---

Q: What type of mobile device do you use?

☐Blackberry      ☐iPhone      ☐Android      ☐Smartphone      ☐Tablet

☐\_\_\_\_\_

How do you typically connect to the internet when in the field?

☐Wifi    ☐Internet Cafe      ☐Mobile      ☐\_\_\_\_\_

Q: Which of these applications do you use personally or for work?

☐Facebook      ☐Twitter      ☐Linkedin      ☐Google+      ☐Instagram

☐Flickr      ☐YouTube      ☐Dropbox      ☐Google Drive/ Google Docs

☐\_\_\_\_\_

**NOTE :**

- Training fee is PKR 15,000 which covers accommodation (with breakfast), training materials, lunch, dinner and tea.
- Participating organizations will be responsible for including a withholding tax (WHT) along with the fee.
- Kindly send your application form by September 26, 2016.
- A 10% early-bird discount will be given to applications received before September 19, 2016
- Incomplete applications will not be entertained.
- Applications submitted after the deadline (September 26, 2016.) will not be accepted.

**SIGNATURE OF APPLICANT**

**DATE**

-----

-----