

## Competency test relevant documents&lt;Manufacturing&gt;

Application No. (For Sending Agency)																			
I myself will take any responsibilities for falsified documents (certificate of career, copy of certificate) in registering EPS-TOPIK <b>※ If applicant's document is proven to be falsified, the test result will be invalidated and the person will not be able to take any test for 3 years</b>																			
<b>Applicants to fill in</b>		* Mark the industry you're applying for(●)																	
<b>EPS-TOPIK registration no.</b>																			
<b>Manufacture</b>	Assemble(○)	Measures(○)	Wood Joinery(○)																
Date of birth	. . .	<b>Contact no.</b>																	
Registration date	2018 . 06 .	<b>Name</b>	(signature)																
<b>Applicants to fill in</b>		* Mark(●) your answer																	
<input type="checkbox"/> <b>Job experience (Only for those who have job experience)</b>		<b>For sending agency</b>																	
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False	<input type="checkbox"/>																		
<input type="checkbox"/> <b>Training hours (Only for those who had training and academic background)</b>																			
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<input type="checkbox"/> <b>Certificates (for those who have certificates, no more than two)</b>																			
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<b>Sending agency</b>		<b>Name: (signature)</b>																	
<b>Interviewer</b>		<b>Name : (signature)</b>																	

\* Period of total employment should be written in months.

\*\* Certificate of training course should be verified first and total training hours should be stated.

\*\*\* Confirm the relevancy of the major specified in the certificate of graduation before writing.

\*\*\*\* Documents should be verified as authentic and total amount of certificates should be stated.

«When previous company issues certificate of career»»

## Certificate of Career

**Registration number :**

Personal information	Nationality		ID card no.	
	Name		Contact no.	
	Present address		Landline	
			Mobilephone	
		E-Mail		
Details on career	Period of employment (YY.MM.DD~YY.MM.DD)		Designation	<b>Task</b> (state specific details)
	<b>Total</b>		<b>Total employment:</b>	<b>months and days</b>

I agree to inform myself and to abide by all policies regarding falsifying documents which is a crime punishable as a felony. I also acknowledge that this is the documents required for the test evaluation, which is agreed upon MOU between Republic of Korea and ○○○.

Date:

Name(**Signature**)

I certify that above information is true and correct.

Date

Company name: Contact no:  
Industry :  
Address:  
CEO: (Signature or official seal)

**Issued by\***

Department

Designation

Contact number

Name

Signature

**President of HRD Korea**

※ Caution: If there is any omission for crucial information such as the signature, seal, names or contact numbers, it loses its effects and the work experiences becomes invalidated.

\* It just verify a work experiences from a company. To verify experiences from respective companies, candidates have to submit a sheet of paper for each company. (i.e., 4 sheets of papers for 4 companies)

\* It can be replaced by the certificate in EPS system.

«If one cannot get Certificate of Career because of the bankruptcy of the company or agency employment history in the too small-scale business, or unauthorized business, one can fill in the document the form below and submit it. (Except relatives, two guarantors for joint guarantee are needed)»

### Document to Verify One's Employment (Standard)

<b>Registration number :</b>				
<b>Name</b>		<b>Date of birth</b>		
<b>ID card no.</b>		<b>Contact no.</b>		
<b>Company</b>	<b>Designation</b>	<b>Period of Employment (YY.MM.DD~YY.MM.DD)</b>	<b>Task</b>	<b>Industry</b>
<b>Total</b>		<b>Period of total employment: months</b>		
		<b>and days</b>		

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<b>Person to certify the document 1</b>	
Name: (signature)	Date of birth
Address :	
Workplace :	Designation : Landline: (Mobile : )
Relationship with the applicant :	

<b>Person to certify the document 2</b>	
Name: (signature)	Date of birth
Address :	
Workplace :	Designation : Landline: (Mobile : )
Relationship with the applicant :	

**\*Attach the copies of each identification card of a person to certify.**

**※Caution: ① If a person's information who can certify your employment such as Name, contact no. is missing, the documents will not be granted and job experiences one claimed to have will be null and void.**

**② For employment history overseas, the copy of work visa and immigration logs are needed. If the require documents are missed, this document couldn't be submitted.**

## President of HRD Korea