Employment Application Form

Post Applied for: _____

Name: _____ **Father / Husband Name:** _____

C. N. I. C. Number: | | | | | | – | | | | | | | | – | |

Date of Birth: _____ **Place of Birth:** _____ **Nationality:** _____

Gender: **Male** ☐ **Female** ☐ **Marital Status:** **Single** ☐ **Married** ☐ **Other** ☐

Present Address: _____

_____

Permanent Address: _____

_____ **Contact Number:** _____

ACADEMIC / PROFESSIONAL QUALIFICATION (Last qualification first)

Name of Institution	Year	Certificate / Degree	Marks Obtained	Grade / Division / CGPA

PREVIOUS EMPLOYMENT (Last employment first)

Co. Name & Address	From	To	Position Held	Last Gross Salary	Reason for leaving

LANGUAGES

Languages Level	English	Urdu	Punjabi	Other:
Excellent	☐	☐	☐	☐
Good	☐	☐	☐	☐
Fair	☐	☐	☐	☐

Please narrate trainings you have participated (if any): _____

_____

IT Skills (What MS Office/ Internet utilities you can operate/ work): _____

_____

Your expected Salary & Allowances / Benefits: _____

_____

I, _____ hereby solemnly declare that above mentioned facts are true and correct, and if any information given herein is found fictitious/ wrong, I shall stand responsible for that and will accept the consequences as per company policies.

Date	Name	Signature