



UNIVERSITY OF BALOCHISTAN, QUETTA

EMPLOYMENT FORM

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POST APPLIED FOR :

BPS :

INSTRUCTIONS

1. Application form shall be issued on receipt of Bank Demand Draft / Online Bank challan (HBL / ABL) generated through UoB website of Rs 5000/= (Non-Refundable) as cost of the application form in favor of the TREASURER, University of Balochistan, Quetta. (UoB online Bank Challan Link: <http://web.uob.edu.pk/uob/Bank/index.php>)
2. Complete application along with required documents can be submitted in the Admin Block, 1st Floor, H.R Department (Room No: 31) of Establishment Section. Persons already employed should submit their forms through proper channel.
3. Please answer each and every question clearly and completely. Before submitting this form ensure that it is complete and the required documents are enclosed. Failure to do so will render the application liable to summary rejection.
4. Attach copies of all testimonials attested by the Gazetted Officer 17 or above.
5. Candidates will have to appear for test / interview at their own cost and without any obligation to the University.

SECTION - 01		(PERSONAL INFORMATION)	
Note: Please Fill All Data with Block Letters.			
1	Name (According to CNIC / Passport)		
2	Father's Name (According to CNIC / Passport)		
3	Mother's Tongue		Religion
4	Date of Birth (DD/MM/YYYY)		
5	Place of Birth		
6	CNIC		
7	Postal Address (For Correspondence)		
8	Permanent Address		
9	Home Tel.		Mobile
10	Email Address		
11	Marital Status	<input type="radio"/> Married	<input type="radio"/> Single
12	Local / Domicile	<input type="radio"/> Local	<input type="radio"/> Domicile
13	Place of Local / Domicile		

SECTION - 04**(Job Experience)**

Start with your present post, put in reverse order of employment during the last ten years and any significant experience not included in that which you believe will be helpful in evaluating your record.

1:	Job Title			
	In Number			
	Monthly Pay			
	In Words			
	Sub Department		Total Service	
	Employer / Department			
	Main Department			
	Core Responsibilities			
	Core Responsibilities			
2:	Job Title			
	In Number			
	Monthly Pay			
	In Words			
	Sub Department		Total Service	
	Employer / Department			
	Main Department			
	Core Responsibilities			
	Core Responsibilities			
3:	Job Title			
	In Number			
	Monthly Pay			
	In Words			
	Sub Department		Total Service	
	Employer / Department			
	Main Department			
	Core Responsibilities			
	Core Responsibilities			

Core Responsibilities			
4: Job Title			
Monthly Pay	In Number		
	In Words		
Employer / Department	Sub Department	Total Service	
	Main Department		
Core Responsibilities			

SECTION - 05 (Research Publications) . Attach extra sheets if necessary.

Title		Date of Publication	
Journal (Please Specify Volume)			
Title		Date of Publication	
Journal (Please Specify Volume)			
Title		Date of Publication	
Journal			

(Please Specify Volume)			
Title		Date of Publication	
Journal (Please Specify Volume)			
Title		Date of Publication	
Journal (Please Specify Volume)			

CERTIFICATE OF DEPARTMENT PERMISSION (To be completed by the Candidate)

1	Name	
2	Father's Name	
3	Post Held	
4	Office / Department	
5	Post Applied For	
6	University Advertisement No.	

Place

Date

Name & Signature of the Candidate

TO BE COMPLETED BY HIS / HER DEPARTMENT

7: The Candidate is permitted to apply for the said post as:

7.1: He / She is employed in the Department / Office

as since

7.2: He / She holds this post in (permanent / temporary / adhoc) capacity

7.2: His / Her accepted domicile / local as per official record is

Place

Date

Name & Designation of the Officer

FOR OFFICIAL USE ONLY

OFFICE COPY

It is certified that

The candidate (Mr / Ms)

has applied for the post

on dated

and certify that he / she has submitted all the relevant documents thereof.

Name:

Designation:

Signature:

FOR OFFICIAL USE ONLY

ACKNOWLEDGMENT COPY

It is certified that

The candidate (Mr / Ms)

has applied for the post

on dated

and certify that he / she has submitted all the relevant documents thereof.

Name:

Designation:

Signature:

Check List
(Please Click the Appropriate Option)

S.No.	Detail of Particulars	YES	NO
1	4 Passport size photographs	<input type="radio"/>	<input type="radio"/>
2	Copies of CNIC attached	<input type="radio"/>	<input type="radio"/>
3	Copies of Local / Domicile attached	<input type="radio"/>	<input type="radio"/>
4	Matric Degree	<input type="radio"/>	<input type="radio"/>
5	Matric (Detail Mark Sheet)	<input type="radio"/>	<input type="radio"/>
6	Intermediate Degree	<input type="radio"/>	<input type="radio"/>
7	Intermediate (Detail Mark Sheet)	<input type="radio"/>	<input type="radio"/>
8	Graduation Degree	<input type="radio"/>	<input type="radio"/>
9	Graduation (Detail Mark Sheet)	<input type="radio"/>	<input type="radio"/>
10	Master Degree	<input type="radio"/>	<input type="radio"/>
11	Master (Detail Mark Sheet)	<input type="radio"/>	<input type="radio"/>
12	M. Phil Certificate	<input type="radio"/>	<input type="radio"/>
13	Doctorate Degree	<input type="radio"/>	<input type="radio"/>
14	Post Doctorate Degree	<input type="radio"/>	<input type="radio"/>

15	All Experience Certificates (as shown / mentioned in the Employment Form)	<input type="radio"/>	<input type="radio"/>
16	Employment Form has completed in all respects	<input type="radio"/>	<input type="radio"/>
17	Bank challan / Bank Demand Draft of Rs. 5000/= has deposited in favour of University of Balochistan	<input type="radio"/>	<input type="radio"/>
18	Reference of past job has mentioned in the Employment Form	<input type="radio"/>	<input type="radio"/>
19	All related documents are attached with the Employment Form in the correct order	<input type="radio"/>	<input type="radio"/>
ANY OTHER DOCUMENTS			
20		<input type="radio"/>	<input type="radio"/>
21		<input type="radio"/>	<input type="radio"/>
22		<input type="radio"/>	<input type="radio"/>

*** Designed by D.I.T & Maintained By Data Administrator, Registrar Office, University of Balochistan, Quetta