



UNIVERSITY OF MALAKAND
Chakdara, Khyber Pakhtunkhwa, Pakistan

S.NO: _____

APPLICATION FORM
(For Administrative Positions BPS-17 and Above)

Please attach a recent passport size photograph

Instructions

1. The application form complete in all respects must reach on or before the closing date as advertised.
2. The information given must be completely and clearly filled.
3. Government servants must send their applications through proper channel, failing which their applications will not be entertained.

Post Applied For: _____ Department/Section: _____

Bank Draft/Deposit Slip No: _____	Issued by: _____	Date: _____
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A. Personal Details

Name (In Capital) _____

Father's Name _____

Postal Address: _____

Phone No: _____ Cell: _____ E-mail: _____

Permanent Address: _____

CNIC No:

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Date of Birth: ____/____/____ Age (on closing date of advertisement) Y ____ M ____ D ____

Domicile: (i) District: _____ (ii) Province: _____

Place of Birth: _____ Gender:

M	F
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 Blood Group: _____

Religion: _____ Citizenship: _____ Marital Status:

S	M
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Occupation: _____

B. Educational Qualifications*(Starting from Matriculation/High School)*

Certificates/Degrees obtained	Subjects	Total Marks	Marks Obtained	%age	Year of passing	Name of Institution & Country

C. Field Of Specialization*(For Diploma, Certificate & Degree where applicable)*

Type of Diploma/Certificate/Degree	Specialization

D. Present Position

Name of the post: _____ Date of appointment: _____

Name & address of the employer: _____

Contact No. & Email address of employer: _____

Present pay including allowances: _____

E. Brief History Of Service/Experience*(Starting with present job, list below, in reverse order, particulars of all posts held since first employment. Detail of all services, whether govt. or private, are to be provided).*

Post held (with BPS, if any)	Regular/ Contract/Fixed	Primary Responsibility	Organization	Duration		Total Period
				From	To	
Total Experience						

F. Training Received In The Relevant Field

Name of Institution attended	Country	Duration		Title of the course
		From	To	

G. Language Proficiency

(Mark (□) in the relevant spaces provided)

Language	Reading			Writing			Speaking		
	Excellent	Good	Fair	Excellent	Good	Fair	Excellent	Good	Fair

H. Countries Visited

(Also indicate if visit was private or official)

Country	Duration		Private/Official
	From	To	

I. Details of in service research projects

(May use additional sheet)

Name of Donor Agency	Status			Worth Rs.
	Completed	Submitted	Pipeline	

J. HONOURS, DISTINCTION, ACTIVITIES, NATIONAL AND INTERNATIONAL RECOGNITIONS (IF ANY):

List below any Scholastic Honors. Professional societies and activities in civic. Position of authority in service/games. Social Affairs, literary interest, National and International Recognition etc.

K. Previous Application(s), whether applied before? Yes/No

If yes, give following information

Name of post	Year and Date	Status

L. Please state whether attested copies of the following documents have been attached with the application “(as per advertisement)”.

Document	Yes	No	Page No
a. Application Form			
b. 3 Photographs			
c. CNIC			
d. Domicile			
e. SSC Certificate & DMC			
f. HSSC Certificate & DMC			
g. Bachelor Degree & DMC/Transcript			
h. Master/BS Degree & DMC/Transcript			
i. MS/MPhil Degree & Transcript			
j. PhD Degree & Transcript			
k. Post Doctorate			
l. Reprints of Publications			
m. Experience Certificates			
n. Departmental Permission/NOC			
o. Merit certificates, if any			
p. Have you paid the application fee?			
q. Any other documents			

M. Declaration

I certify that the statement made by me in answers to the above questions are true, complete and correct to the best of my knowledge and belief, understand that any false statement or and required information withheld by me may provide grounds for the rejection of application, withdrawal of offer and terminate my service at any subsequent stage without notice.

Name: _____ Dated: _____ Signature: _____

Note: Proper presentation, test and interview will be conducted, as per selection criteria & rules / Regulation of University of Malakand in vogue.

For Office Use Only

1. (Remarks of the Scrutiny Committee):

Convener (Name & Sig:) _____

Member 1. (Name & Sig:) _____

Member 2. (Name & Sig:) _____

Secretary. (Name & Sig:) _____

2. Final Decision of the Appellate Committee (If any):

Convener (Name & Sig:) _____

Member 1. (Name & Sig:) _____

Member 2. (Name & Sig:) _____

Member 3. (Name & Sig:) _____

Secretary. (Name & Sig:) _____

INSTRUCTIONS TO THE CANDIDATES

- i. Application forms must be filled carefully and legibly. If the hand writing is not good, capital letters must be used. The use of typewriter is permitted.
- ii. Attested Photo Copies of the required documents, CNIC, last drawn salary, testimonials, academic certificates/degrees and publications, if any and two passport size photographs must be attached. Separate sheets may be used if necessary.
- iii. Late or incomplete application will not be entertained.
- iv. Candidates should clearly give their postal Address and Contact Numbers. Any change in address should be reported to the Registrar immediately.
- v. Requisite qualifications must be possessed on or before closing date. Such candidates whose result are not officially announced by Controller of Examinations of the University on or before closing date their applications will not be entertained.