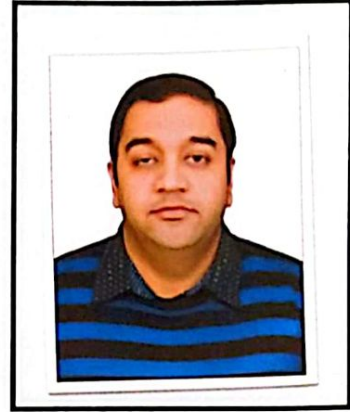


Annexure D: Application for Employment with CTC

Chip Training & Consulting (Pvt) Ltd
Application for Employment

Instructions:

Read the whole form carefully before starting to fill it in.
This form should be completed in ink, in candidate's own handwriting.
Attach copies (not originals) of all testimonials and certificates.
If space provided in the form for any particular information is inadequate,
Please attach additional sheets.
If any information given in this form is subsequently found to be incorrect, it will be
construed as a gross misconduct, liable to be punished by instant dismissal and other
disciplinary action as may be appropriate to the nature of misstatement.



Position applied for: **SENIOR PROJECT OFFICER**

1. PERSONAL INFORMATION

1.1	Full Name	ARIF AHMAD KHAN
1.2	NIC No.	61101 84960073
1.3	Date of Birth	30-SEP-1988
1.4	Father's Name	SAFDAR KHAN (LATE)
	Marital Status	MARRIED
1.5	Spouse or next of Kin	SADAF QAYUM
	No. of Children	02
1.6	Permanent Address	MOHALLAH POSWAL, GUJAR GHARI, TAKHT BHAI MARDAN, KPK
1.7	Present Residential address	HAMZA COTTAGE, AKA BABA ROAD PAWAKA UNIVERSITY TOWN, PESHAWAR - KPK
1.8	Phone Numbers	0333 - 5293031
1.9	E-mail address	arif ahmed 88 @ gmail . com

2. Bank Details

Account Title (Name of Ac Holder)	ARIF AHMAD KHAN
Account No.	PK65SCLBL 0000001710965101
Bank Name & Branch	STANDARD CHARTERED BANK PAKISTAN

3. QUALIFICATIONS

List all your academic and technical qualifications, starting with the school certificate (Matriculation)

Year	Institution	Cert. / Degree obtained	Main Subjects	Grade / Div.
2002	I.C.B	MATRIC	MATHS, PHYSICS, BIOLOGY, CHEMISTRY	503/850
2004	PUNJAB COLLEGE	I. COM	COMMERCE, ACCOUNTING	724/1100
2006- 2010	INTERNATIONAL ISLAMIC UNIVERSITY	BBA-ITM (Hons)	IT, BUSINESS	3.1/4.00
2012- 2013	AIR UNIVERSITY	MBA-HRM	Human Resource	3.08/4.00

4. PREVIOUS EMPLOYMENT

Give details of your present employment.

If you are currently unemployed, give these details in respect of the last employment held by you.

4.1	Name of the Employer	STANLEY PHARMACEUTICAL PVT LTD
4.2	Employer's Address	INDUSTRIAL ESTATE, HAYATABAD PESHAWAR
4.3	Date of Joining	01-DECEMBER-2021 To 17 JULY 2023
4.4	Your Last Job Title	ASST HR & ADMIN MANAGER
4.5	Main Duties	- MANAGEMENT OF ERP SYSTEM - MANAGEMENT OF WAREHOUSE & STORES - HIRING OF STAFF
4.6	Name & Title of your immediate boss	- ABDULLAH SHAH - ADMIN MANAGER - RIAZ KHAN - DIRECTOR OPERATION
4.7	Gross Monthly Pay	RS 80,000/-

5. PAST WORK EXPERIENCE

List all the previous jobs held by you, starting from the earliest.

From/ To	Employer's Name & Address	
JULY 2015	CHIP TRAINING	- WORKED ON DIFFERENT ROLES
To	2	PROJECT OFFICER TO
MAR-2021	CONSULTING PVT LTD	FIELD PROJECT MANAGER

5. REFEREES

Give details of three referees, not related to you by blood or marriage, who can vouch for your character and work experience

5.1	First Referee	Name	RIZ KHAN / ABDULLAH SHAH
		Address	STANLEY PHARMACEUTICAL PVT LTD
		Contact Phone No.	0300 8581016 / 0301 8589008
		Nature of association with you.	IMMEDIATE BOSSES
5.2	Second Referee	Name	SARAH FAROOQI
		Address	CHIP HOUSE ISLAMABAD
		Contact Phone No.	0345 5009152
		Nature of association with you.	BOSS
5.3	Third Referee	Name	
		Address	
		Contact Phone No.	
		Nature of association with you.	

7. GENERAL INFORMATION

6.1	Do you suffer from any serious ailment, or disability? If so, give details.	NO
6.2	Have you ever been tried or convicted for any crime? If so, give full details.	NO
6.3	Give any other information not covered by this form which in your opinion is relevant to your application.	NA
6.4	If an offer is made to you, how soon can you join us?	IMMEDIATE BASIS
6.5	What are your salary and benefits expectation?	Rs 120 000

6. SUITABILITY TO THE POSITION

Briefly explain why you consider yourself suitable for the position you have applied for.

- I am fulfilling the criteria of Education and Experience required for this position.
- I have already worked with CTC on the same project.
- Well familiar with the roles and responsibilities of this position.

8. DECLARATION BY THE APPLICANT

I confirm and certify that the information given above is true, correct and complete to the best of my knowledge and belief. I accept responsibility for any misstatement that may be subsequently discovered.

Date 18 JULY 2023	Candidate's Full Signature
	ARIF AHMAD KHAN 