

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.
If space provided is not sufficient for particulars, attach additional sheets.
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: *Project Coordinator*

1. PERSONAL INFORMATION

1.1	Full Name	<i>Malik Zahid Jamil</i>
1.2	NIC No.	<i>12101-0990871-9</i>
1.3	Date of Birth	<i>04 Jan 1975</i>
1.4	Father's Name	<i>Malik Jamil Ahmad</i>
1.5	Marital Status	<i>Married</i>
	Spouse or next of Kin	<i>Mehreen Gul</i>
	No. of Children	<i>03</i>
1.6	Permanent Address	<i>Main street #02, Al-Gillani Town.</i>
1.7	Present Residential address	<i>House #19 Street: 170-E G 7/3-2, Islamabad.</i>
1.8	Phone Numbers	<i>0313-5296446, 0331-5296446</i>
1.9	E-mail address	<i>malik.zj@hotmail.com.</i>

2. Bank Details

Account Title (Name of Ac Holder)	<i>Malik Zahid Jamil</i>
Account No.	<i>0315 100 4505401</i>
Bank Name & Branch	<i>Bank Alfalah (Pvt) Ltd</i>

6. GENERAL INFORMATION

6.1	Do you suffer from any serious ailment, or disability? If so, give details.	No
6.2	Have you ever been convicted for any crime/sexual exploitation or abuse? If so, give full details.	No
6.3	If an offer is made to you, how soon can you join us?	Immediate
6.4	What are your salary and benefits expectation?	Rs. 2,50,000/-

7. PROFESSIONAL REFEREES

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

(Professional Reference Only)

7.1	First Referee	Name	Muhammad Iqbal
		Nature of association with you.	Supervisor - Director operations
		Organization Name and Address	Pakistan Red Crescent - KP
		Phone Number	0300-5315395
		Email Address	dsops.kp@pres.org.pk
7.2	Second Referee	Name	Dr. Khan Ayaz Khan.
		Nature of association with you.	Supervisor - Director - Trustee
		Organization name and Address	Khan Bahadur Lal Bibi Welfare Trust Islamabad.
		Phone Number	0300-8551401
		Email Address	ayaz@makkays.com

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: _____

Candidate's Signature: _____



3. QUALIFICATIONS

List your last two academic qualifications

Year	Institution	Cert. / Degree obtained	Main Subjects	Grade / Div.
2000	Gomal University D I Khan	MBA	FINANCE	1st
1998	Gomal University D I Khan	BBA	General (Administration) Finance	1st

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	PAKISTAN Red Crescent Society - KP
4.2	Employer's Address	Dargaxi Gardens - Peshawar Can
4.3	Duration	Jan 2015 - Dec 2024
4.4	Your Last Job Title	District Secretary / District Program officer
4.5	Main Duties	Project Management, M&AL. Supervision & operational Head.
4.6	Name & Title of your immediate boss	Muhammad Iqbal
4.7	Gross Monthly Pay	Rs. 170,000 (Rs. 110,000 + 10,000 Allowances + 50,000 Project Tdups)

5. PAST WORK EXPERIENCE

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

From/ To	Employer's Name & Address	Designation	Main Duties
Jul 2014 Jan 2015	FIDA (UNDP)	Project coordinator	Project Management Administration
Jan 2016 Dec 2013	SAHARA-VSWA	Project coordinator UNICEF-MCHN	Project Management Administration + Finance.
Dec 2005 Dec 2009	KLWT Islamabad	Project Manager	Project Management Administration + Finance