

29th December 2021

AGREEMENT

BETWEEN

CHIP Training & Consulting (Pvt.) Ltd.

AND

Name: Nazir Ahmed

CNIC No: 54400-6637610-9

Address: Quetta

Cell No.: 0345-8156441

This agreement relates to the Contract Appointment for the post of Filed Mobilizer at CTC Office in Quetta.

1. Appointee

Name: Mr. Nazir Ahmed

CNIC: 54400-6637610-9

2. Tasks and functions

The tasks and functions to be performed by the appointee are stated as per list of assignments attached as Annex-I.

3. Duration

The company offers you contract appointment for a probationary period from **24th December 2021 to 28th February 2022**. Upon satisfactory performance in the probation period the contract may further be extended for three or six months basis, depending upon your performance and continuity of the position.

4. Termination

Either party can terminate the agreement by giving two-week notice or two week salary in lieu of notice period.

5. Remuneration/Salary

5.1 The appointee will receive a monthly salary of @ **PKR 23,500/-** payable in arrears at CTC - Grade 3.

5.2 No other allowance/ benefits would be admissible except reimbursement of actual travel/ boarding lodging expenses incurred for any official visits authorized by the line Managers and Managing Director of CTC.

5.3 Annual performance bonus subject to your performance and availability of funds.

5.4 Death and Disability insurance cover @ **PKR 1,500,000/-**.

CHIP TRAINING & CONSULTING (PVT) LTD

CHIP House, Plot # 1, (Fayyaz Market) St # 9, G-8/2, Islamabad - Pakistan
Tel: +92 51 111 111 920, Fax: +92 51 228 00 81, Email: info@ctc.org.pk



6. **Working Time/Hours, Leave & Holidays**

6.1 The working week has five days from Monday to Friday, at a total of forty (40) hours from 0900 to 1800 Hrs. inclusive of one-hour lunch/prayer break.

6.2 The appointee shall be entitled to public holidays as well, however any additional partial or full day leave (s) shall be adjusted in salary payment, on monthly basis.

7. **Loyalty and Responsibilities**

7.1 For the duration of the assignment period, the appointee is not allowed to engage in any 2nd paid or gain full occupation.

7.2 Even beyond the duration of engagement, the appointee must observe strict confidentiality regarding matters which, by their nature or following special instruction, are to be treated as secrets or confidential.

7.3 The appointee must ask for the employer's written consent if he wishes to publish, broadcast or otherwise publically disseminate information in connection with any official assignment.

7.4 If the appointee will fully neglect to perform any of his/her duties under the assignment, CTC reserve the rights to terminate this appointment without giving any notice.

8. **General**

CTC, Islamabad shall not be made liable for any damage, lose, illness, injuries or death which may occur to or be caused by the appointee during the course of the present assignment.

9. **Changes**

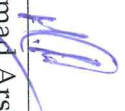
Any modification to this assignment needs the consent of both parties and has to be conducted in writing.

Both parties hereby accept the aforementioned terms and conditions of "Contract Appointment".

Agreed on: 29th December 2021

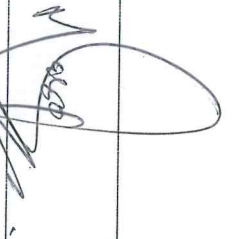
Mr. Nazir Ahmed
CNIC: 54400-6637610-9




Muhammad Arshad
HR - Department

CHIP TRAINING & CONSULTING

JOINING REPORT BY A NEW EMPLOYEE

Name of the Employee	Nazeer Ahmed
Position appointed to	Field Mobilizer (Grade-3)
Department and/or Location of appointment	CHIP Training and consulting (CTC), Quetta.
CNIC#	54400-6637610-9
CNIC Expiry Date	03/07/2023
Date of Joining	24/12/2021
Date and Ref. No. of appointment letter	[CTC-HR&OPS-Contracting-F-7.2-b-006-IF/MA/HRI] [07th letter-December 2021]
Supervisors Comments	Task Assigned to the staff member & Deployed for field activities
Supervisors Signature	



Attachment-F-7-2-038-c
8 Form-December-2021

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BY A NEW EMPLOYEE

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CNIC Expiry Date	03/07/2023
Date of Joining	24/12/2021
Date and Ref. No. of appointment letter	[CTC-HR&OPS-Contracting-F-72-b-006-IF/ma/ra] [offer letter-Dec2021]
Supervisors Comments	Task Assigned to the staff member & Deployed for field activities
Supervisors Signature	

23rd December 2021

Nazir Ahmed,
Filed Mobilizer,
CNIC: 54400-6637610-9,
Quetta.

Subject: Offer Letter for the Position of Filed Mobilizer

Dear Nazir Ahmed,

Reference to your submission of CV and subsequent interview against subject position.

I am pleased to inform you that CHIP Training & Consulting (CTC) has decided to offer you a full time position of **Filed Mobilizer (Grade - 3) - Quetta** with required travelling to field areas as governed by CTC Employee Service Rules (ESR).

A three-month Probationary Period will apply to this role from the **Date of Joining**, which itself is subject to termination during any stage, by either party. Upon satisfactory performance in the probation period, the contract may further be extended for three or six month depending upon your performance and continuity of the position.

During probation period your monthly Gross Salary shall be @ **PKR 23,500/-**, at **CTC Grade - 3**. The salary shall be payable on accrual basis and subject to income tax deductions. In addition, you shall be entitled to following benefit:

- Death and disability insurance cover @ **PKR 1,500,000/-**.

If acceptable, please sign the copy of this letter scan and send it at hrassociate@ctc.org.pk within one working day, so that formal agreement can be prepared.

Please contact undersigned for any further clarification/information in this regard.

Regards


Muhammad Arshad
Manager Finance



I accept above offer

Nazir Ahmed
54400-6637610-9

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www.ctc.org.pk

23rd December 2021

**TRAINING &
CONSULTING**

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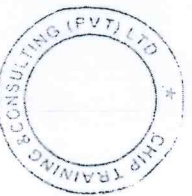
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CHIP Training & Consulting (Pvt) Ltd
INTERVIEW ASSESSMENT SHEET

Ced # 0345-8156441

Candidate's Name	Mazis Ahmed. CNIC # 54400-6637610-9		
Position	Field Mobilizer.		
Date of Interview	23rd Dec 2021.		

Areas of Assessment	Guiding Points	Marking Criteria	Max Marks*	Marks Awarded	Remarks, if any
Personality	Appearance, Dressing	Interviewer should assess whether s/he properly dressed up for the interview=2, Not=0	2		DOB- 27/2/1994
Conduct during Interview	General conduct/Communication with coordinators and panel members	Satisfactory=3, Normal=1, Poor=0	3	4/2	Good.
Qualification	Relevant qualification as per TORs or Master level qualification however not relevant	Relevant Qualification= 5, Not Relevant= 2	5	5	B.Sc Honors. 2 year vscenters. Retal 3 years
Experience	Relevant Experience as per TORs and general experience	One mark per year for relevant experience while for general experience not relevant to the position total marks will be max.2	5	5	
Job Competence Assessment	Competence assessment through scenario based questions taken from TORs	Ask 5 scenario based questions relevant to the position, (2 marks each * 5 questions)	10	6	Att. 4.
Job Knowledge	Knowledge of the position and TORs s/he has applied for	Ask three questions on the job position and TORs (2 marks each * 3 questions)	6	4	Att. 4.
Computer Proficiency	Competence assessment through scenario based questions taken from TORs	Ask 3 scenario based questions relevant to the position, (2 marks each * 3 questions)	6	3	Basic
Personal Attributes	Competencies (Integrity, ambition, initiative, learning aptitude)	As per Panel members judgment	5	4	Good.
Communication Skills	Effectively expressing and conveying ideas in response to questions	Ask questions on strength and weaknesses & mark accordingly	8		
Total Score			50		

Overall Remarks	<p><i>Reviewed</i></p> <p>→ have no mobility issue.</p> <p>→ personal motor bike for mobility / salary exp- 25k.</p>
Interviewer's Signature	<i>Mazis</i>
Interviewer's Name	Mazis - or Rehman.

→ Resident of Killa Baral- Quetta

→ currently un employed.

Languages, Balochi, Bravi, Pashto
Urdu, English, Sindhi

CHIP Training & Con Application for E

Instructions:

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

colour photograph here.

Position applied for

Field Mobilizer (Grade-3)

1. PERSONAL INFORMATION

1.1	Full Name	Nazeer Ahmed	
1.2	NIC No.	54800-6637610-9	
1.3	Date of Birth	27/02/1994	Age on last birthday: 27 years
1.4	Father's Name	Abdul Mannan	
	Marital Status	Single	
1.5	Spouse or next of Kin		
	No. of Children		
1.6	Permanent Address	H#2: Abdul Hameed Street Jimrah Town Ctg	
1.7	Present Residential address	H#2: Abdul Hameed Street Jimrah Town Ctg	
1.8	Phone Numbers	Mobile 0345-858441	Residence Office
1.9	E-mail address	ahmednazeer788@yahoo.com	

2. Bank Details

Account Title (Name of Ac Holder)	MIR NAZIR AHMED MARI
Account No.	#1316971861004953
Bank Name & Branch	MCB → Liaquat Bagar Branch.



3. QUALIFICATIONS

List all your academic and technical qualifications, starting with the school certificate (Matriculation)			
Year	Institution	Cert. / Degree obtained	Main Subjects
2010	Neeraj Public School Qta	Metric	Science
2012	Govt Science College Qta	Intermediate	Pre-medical
2016-16	Baluchistan Agric. College Qta/QuB	B.Sc(Hons)	Agriculture

4. PRESENT 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
4.2	Employer's Address
4.3	Date of Joining
4.4	Your Last Job Title
4.5	Main Duties
4.6	Name & Title of your immediate boss
4.7	Gross Monthly Pay Rs.

5. PAST WORK EXPERIENCE

List all the previous jobs held by you, starting from the earliest.		
From/ To	Employer's Name & Address	Main duties performed by you
2016-18	Volunteerly Police Campaign (WHO)	Volunteerly worked with Police Campaign team.
2019	WHO	Worked with Police Campaign team in VC.
2021	Global Pharm	Worked as Medical representative

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	Dr. Adil
	Address	Killi daba Joint Road Qta
	Contact Phone No.	0333-3321942
	Nature of association with you.	Mentor.
5.2 Second Referee	Name	Ibrahim Kaker
	Address	Jinnah Town Quetta
	Contact Phone No.	0345-8331977
	Nature of association with you.	Mentor
5.3 Third Referee	Name	Syed Sadiq Agha
	Address	Setelite Town Quetta
	Contact Phone No.	0333-7859580
	Nature of association with you.	Mentor / Teacher

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 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.	No/-
6.4	If an offer is made to you, how soon can you join us?	Today
6.5	What are your salary and benefits expectation?	28000-30,000

6. SUITABILITY TO THE POSITION

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

I have been great in social mobilization, through good-communication skills. I have been engaged well in community level interactions on different social works. I am well-known through locality of areas according to population live standards and worked for their well-being.

7. 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	24/12/2021	Candidate's Full Signature	Majeer Ahmed Majeer
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Curriculum Vitae

Nazeer Ahmed

House # 2 A, Hameed Street near V.I.P
Bungalows Jinnah town Quetta
Contact No: 034581 56441
E-mail: ahmadnazeer788@yahoo.com

Objective:

To contribute in the efforts of national and international institutions in achieving sustainable development through advocacy, education, training, research and corporate advancement.

Personal Information

Father's Name	Abdul Manan
Date of Birth	27 th Feb 1994
CNIC Number	54400-6637610-9
Religion	Islam
Nationality	Pakistani
Marital Status	Single

Education

B.sc Hons AGRICULTURE	University of Balochistan Quetta 1 st Division
F.Sc	Government Science College Quetta

2nd Division

Matric

Crescent Public School Jimnah Town Quetta
2nd Division

Extra Qualification

English Language

**One Year Diploma in English language from
Howard INSTITUTE, Quetta.**

Computer Skills

6 months of DIT course

Professional Experience

**Six months working as Tehsil Technical Support
Person (TTSP) in UC BALELI A ZONE.**

**Two years experience, Working as a volunteer with Polio
Campaign Team in samungli zone .**

Voluntarily member of CYAAD since 2012 till date.

**Facilitator at British Council CYAAD in Active
Citizenship Program**

**Attended Workshops on Drug abuse , Balochistan
youth summit and Human Rights .**

Languages Proficiency

Language	Reading	Writing	Speaking/Fluency
English	Good	Good	Good
Urdu	Good	Good	Good
Balochi	Good	Good	Good
Brahvi	Good	Good	Good
Pashto	Good	Good	Good
Sindhi	Good	Good	Good
Persian	Good	Good	Good

University of Balochistan, Quetta

STUDENT TRANSCRIPT

Roll No. 12-BAC-7094 Reg: No. 2010/UB-13/X-1725 Session. 2012-2016Name. Mir Nazeer Ahmed Marri Father's Name. Mir Abdul Manan Marri

B.Sc HONORS AGRICULTURE (PLANT BREEDING & GENETICS)

S/No	COURSE CODE	CREDIT HOURS	TOTAL MARKS	MARKS OBT:	GRADE	GRADE POINT
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S/No	COURSE CODE	CREDIT HOURS	TOTAL MARKS	MARKS OBT:	GRADE	GRADE POINT
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FIRST SEMESTER

1	AGR-301	3(2-1)	60	39	B	9.00
2	FRW-301	3(2-1)	60	33	C	6.90
3	SS-301	3(2-1)	60	41	B	9.60
4	AE-301	3(3-0)	60	48	A	12.00
5	MATH-301	3(3-0)	60	31	C	6.30
6	ENG-301	3(3-0)	60	42	B	9.90
7	AEE-301	3(3-0)	60	41	B	9.60
				GPA		3.01

SECOND SEMESTER

1	AGR-302	3(2-1)	60	45	B	11.10
2	MATH-302	3(3-0)	60	41	B	9.60
3	CS-302	3(2-1)	60	45	B	11.10
4	IS-302	2(2-0)	40	34	A	8.00
5	PS-302	2(2-0)	40	17.29*	B	7.00
6	ENG-302	3(3-0)	60	41	B	9.60
				GPA		3.52

THIRD SEMESTER

1	AGR-401	3(2-1)	60	41	B	9.60
2	HOR-401	3(2-1)	60	44	B	10.50
3	ENT-401	3(2-1)	60	26	D	3.90
4	PBG-401	3(2-1)	60	42	B	9.90
5	PP-401	3(2-1)	60	48	A	12.00
6	STAT-401	3(2-1)	60	41	B	9.60
7						
				GPA		3.08

FOURTH SEMESTER

1	AEE-402	3(2-1)	60	36	C	8.10
2	HOR-402	3(2-1)	60	48	A	12.00
3	ENT-402	3(2-1)	60	40	B	9.30
4	PBG-402	3(2-1)	60	39	B	9.00
5	PP-402	3(2-1)	60	42	B	9.90
6	STAT-402	3(2-1)	60	42	B	9.90
7	FT-402	3(2-1)	60	32	C	6.60
				GPA		3.08

FIFTH SEMESTER

1	PBG-501	3(2-1)	60	48	A	12.00
2	PBG-503	3(2-1)	60	40	B	9.30
3	PBG-505	3(2-1)	60	49	A	12.00
4	PBG-507	3(2-1)	60	49	A	12.00
5	PBG-509	3(2-1)	60	48	A	12.00
6						
				GPA		3.82

SIXTH SEMESTER

1	PBG-502	3(2-1)	60	49	A	12.00
2	PBG-504	3(2-1)	60	48	A	12.00
3	PBG-506	3(2-1)	60	46	B	11.40
4	PBG-508	3(3-0)	60	53	A	12.00
5	PBG-510	3(2-1)	60	39	B	9.00
6						
				GPA		3.76

SEVENTH SEMESTER

1	HOR-609	2(1-1)	40	29	B	7.00
2	PBG-601	3(2-1)	60	48	A	12.00
3	PBG-603	3(2-1)	60	42	B	9.90
4	PBG-605	3(2-1)	60	41	B	9.60
5	PBG-607	3(2-1)	60	48	A	12.00
6	PBG-609	3(3-0)	60	48	A	12.00
				GPA		3.67

EIGHTH SEMESTER

1	PBG-602	3(2-1)	60	53	A	12.00
2	PBG-604	3(2-1)	60	49	A	12.00
3	PBG-606	3(3-0)	60	49	A	12.00
4	PBG-608	4(0-4)	80	64	A	16.00
				GPA		4.00

TOTAL 1971

% Age 72.46

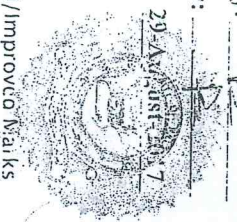
GRADE B

CGPA 3.44

Prepared By: _____

Checked By: _____

Dated: 29-August-2017



Examinations (Semester Cell)
University of Balochistan
Quetta.

29/08/2017

Repeated/Improved Marks

Issued by Examinations (Semester Cell)