

*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:

*cleaner*

**1. PERSONAL INFORMATION**

1.1	Full Name	<i>M. Harris</i>
1.2	NIC No.	<i>61101-3756 707-5</i>
1.3	Date of Birth	<i>5.4-2005</i>
1.4	Father's Name	<i>M. Shkix</i>
	Marital Status	<i>Single</i>
1.5	Spouse or next of Kin	
	No. of Children	
1.6	Permanent Address	<i>daxwish Khel dakhang Khoi Hassan Khil Pehawan</i>
1.7	Present Residential address	<i>Paxc colony block No.3 flat.10 G-82 is/d</i>
1.8	Phone Numbers	<i>03185452562 - 03497266983</i>
1.9	E-mail address	

**2. Bank Details**

Account Title (Name of Ac Holder)	
Account No.	
Bank Name & Branch	

### 3. QUALIFICATIONS

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

Year	Institution	Cert. / Degree obtained	Main Subjects	Grade / Div.
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### 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	M. Harris
4.2	Employer's Address	Shahzamin Soda C7.8
4.3	Date of Joining	03.08.2022
4.4	Your Last Job Title	06.05.2023
4.5	Main Duties	Sale man
4.6	Name & Title of your immediate boss	Bilal Shah
4.7	Gross Monthly Pay	36,000

### 5. PAST WORK EXPERIENCE

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

From/ To	Employer's Name & Address		
	M. Harris	P.A.R.C Block No 3	
	Father Name M. Chakir	Housen No 10 C78/2 Islamabad	



### 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	NO
		Address	
		Contact Phone No.	
		Nature of association with you.	
5.2	Second Referee	Name	NO
		Address	
		Contact Phone No.	
		Nature of association with you.	
5.3	Third Referee	Name	NO
		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.	
6.4	If an offer is made to you, how soon can you join us?	Immediately
6.5	What are your salary and benefits expectation?	25,000/-



#### 6. SUITABILITY TO THE POSITION

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

#### 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 1-6-2023

Candidate's  
Full  
Signature