

Application for Employment with CTC

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. A copy of CV and CNIC is mandatory.
- If space provided in the form for any particular information is inadequate, please attach additional sheets.
- If any information is 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.



صرف دفتری استعمال کے لئے (یہ لیٹی سٹاف کی جانب سے پُر ہائے گا) (For official use only to be filled by CTC Staff)

safety warden (Position applied for) مہرہ کا نام جس کے لئے درخواست دی گئی  
01/01/2024 (Expected Date of Induction Training if selected) منتخب ہونے پر تعیناتی تربیت کی متوقع تاریخ (سال/مہینہ/دن)

1- ذاتی معلومات (Personal Information)

Muhammad Saddique	(Full Name) عمل نام	1.1
82203-9696460-5	(CNIC No.) شناختی کارڈ کا نمبر	1.2
	(Other Identification number if CNIC is not available) دیگر شناختی نمبر (شناختی کارڈ متسرز ہونے کی صورت میں)	1.3
20-09-1996	(Date of Birth (YYYY/MM/DD)) تاریخ پیدائش (سال/مہینہ/دن)	1.4
<input type="checkbox"/> تاریخ پیدائش معلوم نہیں (DOB not Mentioned) <input type="checkbox"/> صرف سال معلوم ہے (Only Year available) <input checked="" type="checkbox"/> دن، مہینہ، سال معلوم ہے (Day, Month, Year Available)	(Tick any One) (Check DOB)	1.4.1
Rafique Ahmed رفیق احمد	(Father's/Husband Name/ Name of I.e. Next Kin) والد/شوہر/رشتہ دار کا نام	1.5
Brother	(Relationship with Applicant) امیدوار کے ساتھ رشتہ	1.6
Married	(Marital Status) ازدواجی حیثیت	1.7
Male	(Gender) صنف	
Choudhary	(Tribe) قبیلہ	
Gujjar	(Ethnicity) ذات	
Urdu, Hindko, English	(Language) زبان	1.8
Ward no1 Ambore Muzaffarabad	(Permanent Address) عملی پتہ	
Muzaffarabad	(District and Union Council) ضلع و یونین کونسل	
Ward no 1 Ambore M2D	(Present Address) موجودہ پتہ	1.9
Rental Room (Residence) رہائش گاہ، 0349-5431056 (Mobile) موبائل saddiquech@gmail.com (E-mail) ای میل	(Contact Detail) رابطہ کی تفصیل	2.0
F.S.C	(Last Qualification) آخری تعلیمی سند	2.1

2- تعلیمی قابلیت (Qualification)

(List all your academic and technical qualifications, starting with school certificate (Matriculation) تمام تعلیمی و فنی قابلیت کی اسناد کی فہرست لکھیں (میٹرک سے شروع کریں)

گریڈ/ڈویژن (Grade/Division)	اہم مضامین (Major Subjects)	سرٹیفکیٹ/درجہ حاصل کردہ ڈگری (Certificate/ Degree Obtained)	ادارہ (Institution)	سال (Year)
C	Computer science	Matric	New Alien school	2014
C	Math, Phy chemistry	Pre-Engineering	College	2017
3 CGPA	HR	BBA	AUP	2023

3- موجودہ ملازمت (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) اگر آپ فی الحال بے روزگار ہیں، تو گزشتہ ملازمت کی تفصیلات فراہم کریں

Muhammad Abbas	(Name of Employer)	آجر کا نام	3.1
Ward no1 Ambore MZO	(Employer's Address)	آجر کا مکمل پتہ	3.2
08/10/2023	(Date of Joining)	تاریخ ترقیاتی	3.3
Salesman	(Your Last Job Title)	آخری عہدہ	3.4
Selling Garments	(Main Duties)	اہم ذمہ داریاں	3.5
Muhammad Abbas	(Name & Title of your Immediate Boss)	مجاز آفیسر کا نام اور عہدہ	3.6
12K	(Gross Monthly Pay)	مجموعی ماہانہ عہدہ (روپے میں)	3.7

4- سابقہ کام کا تجربہ (Past Work Experience)

(List all the previous jobs held by you, starting from the earliest) آپ کی تمام سابقہ ملازمتوں کی فہرست کی تفصیل، آخری ملازمت سے شروع کریں

اہم ذمہ داریاں (Main duties performed by you)	عہدہ آخری عہدہ و ذمہ داریاں (Position held by you when you left this employer)	آجر کا نام اور پتہ (Employer's Name & Address)	دورانیہ دن - مہینہ - سال تا دن - مہینہ - سال (From/To) (D/M/Y to D/M/Y)
Teaching	Teacher	Private School Ambore Muzaffarabad	01/05/2017 10/11/2017
Selling Insurance	Insurance Agent	All Star BPO Rehmanabad Rawalpindi	20/11/2017 03/2018
Petrol fueling Cashier	Fueling Agent	Parco Pump Raya Damoshi Muzaffarabad	15/05/2019 20/09/2019



5-حوالہ جات (References)

Give details of 3 references, not related to you by blood or marriage, who can vouch for your character and work experience. آپ کے اہل کم (3) حوالہ جات دیں، جن کا تعلق آپ کے کسی خونی یا شادی سے نہ ہو، بلکہ جو آپ کے کردار اور کام کے تجربے سے واقف ہوں۔

Waqas Butt Ward no 1 M2D 0342-9571 971 Friend	(Full Name) (Full Address) (Contact Number) (Nature of association with you)	کامل نام کامل پتہ رابطہ نمبر آپ کے ساتھ کام کی نوعیت	5.1 First Referee
Musharraf Butt Kahuta Rd, Sihala Islamabad. 0340-4334371 Friend's cousin	(Full Name) (Full Address) (Contact Number) (Nature of association with you)	کامل نام کامل پتہ رابطہ نمبر آپ کے ساتھ کام کی نوعیت	5.2 Second Referee
Danish Fareed Neelum Rd M2D AJK 0340-0873552 Trainer.	(Full Name) (Full Address) (Contact Number) (Nature of association with you)	کامل نام کامل پتہ رابطہ نمبر آپ کے ساتھ کام کی نوعیت	5.3 Third Referee

6-عمومی معلومات (General Information)

No	6.1 کیا آپ کو کوئی معذوری یا بیماری تو نہیں ہے، اگر ہاں تو تفصیل بتائیں Do you suffer from any serious ailment or disability? If so, give details.
No	6.2 کیا آپ کبھی کسی کام کے سلسلے میں بھروسہ توڑ کر نہیں پائے، اگر ہاں تو تفصیل بتائیں Have you ever been tried or convicted for any crime? If so, give full details.
No	6.3 آپ کے خیال میں درخواست سے متعلق کوئی ایسی معلومات جو اس فارم میں موجود نہیں آپ میں بتا سکتے ہیں۔ Give any other information not covered by this form which in your opinion is relevant to your application
Immediately	6.4 اگر ہم آپ کو اپنے ادارے میں کام کرنے کے لئے بلائیں، آپ کتنے عرصہ میں ہمارے ساتھ کام کر سکتے ہیں؟ If an offer is made to you, how soon can you join to us?
34K	6.5 آپ کی متوقع تنخواہ اور دیگر فوائد کی کیا امید رکھتے ہیں؟ What are your salary and benefits expectations?


7-عہدہ کی موزونیت (Suitability to the Position)

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

Because I am a hard working person. up I have previously work on Pump two to three times. I am a fast learner. I will try my best to fullfill job requirements

درخواست گزار کا حلف نامہ

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 be subsequently discovered.

  
(Candidate's Signature)

01/01/2024 تاریخ (Date)



CHIP Training & Consulting (Pvt). Ltd  
Declaration Form of Candidate for Residential Address  
(To be filled & signed by Candidate)

Name of Candidate as per CNIC:	Muhammad Saddique	
S/D/W of;	Lal Din	
CNIC NO:	8 2 2 0 3 9 6 9 6 4 6 0 5	
Position Applied:	security Warden.	
Permanent address as per CNIC:	House No:	
	Street #:	KarKa
	Mohallah:	Nokot
	Village:	Patikka
	Sector/UC:	Patikka
	Town /Tehsil:	Patikka
	District	Muzaffarabad.
Current Residential Address: <small>(Kindly don't fill this section if permanent and residential addresses are same)</small>	House No:	Ward no 1
	Street#	Toheed colony
	Mohallah:	Raru
	Village:	Ambore
	Sector/UC	Muzaffarabad
	Town /Tehsil:	Muzaffarabad
	District	Muzaffarabad
Signature & Date:	Date of Form Filling:	Signature of Applicant:
	02/01/2024	Bulb



### Disclosure of Relationship Form

(To be filled by Candidate)


I Muhammad Saddique S/D/W/O Lat-Din Holding CNIC  
8203-9696460-5 Resident of Azad Kashmir  
UC Muzaffarabad Tehsil Muzaffarabad District  
Muzaffarabad Candidate for the position of  
safety warden with CHIP Training & Consulting (Pvt.) Ltd. under its  
third party contract for PTPP project, do hereby declare as under:

1. That none of my blood/close relations which may include inter alia parents, brother, sister, husband, wife, spouse, children, maternal and paternal uncle, aunt, niece, nephew, brother/father/mother/sister-law or any other relationship which could come into the standard definition of "blood/close relation" is employed under PTPP project in the same district or PTPP or CTC offices in the same province where I am candidate for this position.
2. That, if selected for this position, I shall be bound to declare - during the course of my employment - any of my above said relationship if the same joins PTPP, CTC or/and WHO to CTC at the earliest.
3. The following blood/close relations (as mentioned in article 01 above) are employed within PTPP CTC or WHO as of the date mentioned below:

Name	Designation	Organization	Province/District	UC	Relationship

**Declaration:** I do hereby solemnly affirm and declare that the information provided above is true and correct and nothing has been concealed therein.

Signature:

  
Date: 02/01/2024





### DECLARATION FORM

(TO BE FILLED BY THE EMPLOYEE)

I Muhammad Saddique S/D/W/O Lal Din, holding CNIC 81203-9696460-5, Resident of Azad Kashmir, UC M2D, Tehsil M2D, District M2D. Employee for the position of safety warden. With CHIP Training & Consulting (Pvt) Ltd under its third party contract for PTPP Project, do hereby declare as under:

1. That, I have not enrolled myself in any program in any college/university which comes under the category of regular studies and that currently I am not taking any regular classes.
2. That, I am not employed by any government department or private organizations neither have I any private business registered in my name nor am active partner in family business.
3. I shall be bound to declare - during the course of my employment - any of the above mentioned scenarios.
4. If found making a false or misleading statement when applying for this position with the company, I will be liable to instant dismissal, without benefits, on discovery of such falsehood or misrepresentation.

The following are the details of my regular studies or dual job, if any:

Name	Regular Student Of	Department/ Institute Name	Working as employee with (Govt/Private)	Department/ Organization name	Private business, if any	Any other part time job

**Declaration:** I do hereby solemnly affirm and declare that the information provided above is true and correct and nothing has been concealed therein.

Signature

[Signature]  
Date: 02/01/2024



## CHIP TRAINING & CONSULTING

### JOINING REPORT BY A NEW EMPLOYEE

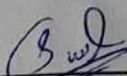
Name of the Employee	Muhammad Saddique
Position appointed to	Safety warden
Department and/or Location of appointment	Azad filling station Mirpur
CNIC#	82203-9696460-5
CNIC Expiry Date	01-09-2028
Date of Joining	01-01-2024
Date and Ref. No. of appointment letter	
Supervisors Comments	
Supervisors Signature	

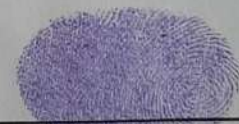


Bank Account Information	
Name of Employee	Muhammad Saddique
Designation	Safety warden.
Union Council / Area	Muzaffarabad
District / Agency	Muzaffarabad.
Contact No.	0349-5431056.
CNIC No.	82203-9696460-5

Bank Account Title	M. Muhammad Saddique
Bank Name	Jazz cash
Bank Address	
Bank Branch Code	
Bank Account Number (With IBAN)	0303-5759504

I will be responsible for the results occurring due to any mistake/error in the above information and there will be no liability on Chip Training and Consulting Pvt. Ltd for any dues/funds payable to me.

  
\_\_\_\_\_  
Employee Signature  
(Mandatory)

  
\_\_\_\_\_  
Employee Thumb Impression  
(Mandatory)

Dated: \_\_\_\_\_

Note:

**Employee will provide the bank account maintenance certificate with this letter for next salary processing.**





موجودہ پتہ: امپور وارڈ نمبر 1، مظفر آباد

82203-9696460-5



مستقل پتہ: کارکہ نوکوٹ، ڈاک خانہ،، پشک، تحصیل  
(پشک (نصیر آباد، ضلع مظفر آباد

102081260783

Usman Y. Moain

Registrar General of Pakistan

گمشدہ کارڈ ملنے پر قریبی لیڈ بکس میں ڈال دیں



**PAKISTAN**

ISLAMIC REPUBLIC OF PAKISTAN

**National Identity Card**

Resident of AJK State



Name

**Muhammad Saddique**

محمد صدیق

Father Name

**Lal Din**

لال دین

Gender

**M**

Country of Stay

**Pakistan**

Identity Number

**82203-9696460-5**

Date of Birth

**20.09.1996**

Date of Issue

**01.09.2018**

Date of Expiry

**01.09.2028**



Holder's Signature





(قاری)

تفصیل مظفر آباد

23173

فارم نمبر



Extra Assistant Commissioner  
Magistrate 1st Class  
Muzaffargarh

آزاد جموں و کشمیر کونسل

قواعد باشندہ آزاد جموں و کشمیر مجریہ ۱۹۸۰ء کا قاعدہ نمبر ۳ ملاحظہ ہو

سرٹیفکیٹ باشندہ ریاست جموں و کشمیر

تصدیق کیا جاتا ہے کہ کسی محمد صدیق

ساکن درہ لوہہ تحصیل درہ لوہہ ضلع گنواڑہ (مقبوض کشمیر) مہاجر ۱۹۹۲

بروئے تحقیقات برکھل (EAC) 110/2018 باشندہ ریاست جموں و کشمیر درجہ ایئر

لہذا قانون باشندہ ریاست جموں و کشمیر مجریہ ۱۹۸۰ء کے تحت سرٹیفکیٹ جاری کیا جاتا ہے۔

ڈسٹرکٹ جج  
مظفر آباد  
ضلع مظفر آباد آزاد کشمیر

تفصیل درخواست دہندہ:

- ۱- نام محمد صدیق والد کا نام لال رین
- ۲- اصوبہ تحصیل و ضلع مظفر آباد
- ۳- شادی شدہ / غیر شادی شدہ / بیوہ / رخصتہ بیوی یا خاوند کا پورا نام
- ۴- بچوں کے نام اور ان کی عمریں تاریخ پیدائش 24-09-1996

نام	ع

دستخط یا نشان انگوٹھا

- ۸- پیشہ طالب علم
- ۹- شناختی علامت X

بائیں ہاتھ کے انگوٹھ یا انگلیوں کے نشان  
(خواتین کے دائیں ہاتھ کے انگوٹھاں انگلیوں کے نشان)



Extra Assistant Commissioner  
Magistrate 1st Class  
Muzaffargarh

ڈسٹرکٹ جج  
مظفر آباد  
تاریخ 16-5-2018



AJ&K BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, MIRPUR  
INTERMEDIATE EXAMINATION ANNUAL 2017

**RESULT CARD**

ROLL NO: 515634  
Group : PRE-ENGINEERING  
Registration No. 1603530313  
FID NO: 805447



MUHAMMAD SAADUDDIN son / daughter of  
LAL DIN of (Institution/District)  
NEW ALIAN SCHOOL AND COLLEGE OF EXCELLENCE IN MODERN EDUCATION RARO  
AMBORE MUZAFFABAD AK has secured marks shown against each subject in the  
Intermediate Examination held in the month of MAY / JUNE 2017  
Mark of Identification ---

Sr. No	SUBJECTS	Marks Obtained				PASS/ FAIL	Remarks
		THEORY		PRACTICAL			
		P-I	P-II	P-II	Total		
01	ENGLISH	056	050		106	PASS	
02	URDU	063	048		111	PASS	
03	ISLAMIC EDUCATION	040			040	PASS	
04	PAKISTAN STUDIES		046		046	PASS	
05	PHYSICS	054	031	010	095	PASS	
06	CHEMISTRY	057	050	011	118	PASS	
07	MATHEMATICS	071	036		107	PASS	
08							

TOTAL MARKS (IN FIGURES) 623 / 1100  
(IN WORDS) SIX HUNDRED TWENTY-THREE .

GENERAL REMARKS THE CANDIDATE HAS PASSED AND PLACED IN GRADE C  
HE/SHE HAS PASSED THE EXAMINATION IN SINGLE ATTEMPT

*S. MANZOOR HUSSAIN NAQVI*  
Lecturer (Physics)  
Govt. Boys Inter College Baiseri MZD

Mirpur, Dated 7TH SEP 2017  
Note: Errors / Omissions excepted

CONTROLLER OF EXAMINATIONS



# MUHAMMAD SADDIQUE

Newly Graduate

## Contact Me

03495431056  
saddiquech112233@gmail.com  
Ward No1 Ambore Ajk  
Muzaffarabad, Pakistan

## Birth Date

20/Sept/1996

## Summary

I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative. I am able to work well under pressure and adhere to strict deadlines.

## Education

### Agriculture University Of Peshawar

2019 - 2023

BBA (HONS)

I have previously work in a company for 4 to 5 months, in that span of time I learned a lot about all the aspects of a job.

## Experience

### All Star BPO

01.03.2021 - 10.08.2021

Insurance Agent

## Projects

### All Star BPO

20/03/2021 - 10/08/2021

Insurance Agent