



CHIP Training & Consulting (Pvt) Ltd			
Human Resource Department			
Documents Check List			
Designation		SAFETY-WARDEN	
Name of Employee	Mushtaqe An Majeed	Focal Person for file management	
Area/ Site	Mati PS - B&B PS	CNIC No	41303-1706361-8
Date of Joining		Resignation/ Termination Date	

S No:	Documents	If Received (✓)	Remarks (If Any)
1	Academic Credentials (verified by HEC)	✓	
2	Experience Certificates	✓	
3	Resume	✓	
4	Employment Form	✓	
5	Kinship Form	✓	
6	Physical Verification Form	✓	
7	Education and Dual Job Verification form	✓	
8	Bank Detail Form	✓	
9	Contract Letter In Hard Copy		
10	Security Clearance Form (If Applicable)	✓	
11	Copy Of CNIC	✓	
12	Passport size Photograph	✓	
13	Sops Acknowledgement Form	✓	
14	Joining Form		
	CTC Focal Person		CTC HR Associate
	Date .		Date .

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 constructed as a gross misconduct, liable to be punished by instant dismissal and other disciplinary action as may be appropriate to the nature of misstatement.

(For official use only to be filled by CTC Staff) (سی ای سٹاف کی جانب سے بھرا جائے گا)

SAFETY WARDEN (Position applied for) عہدہ کا نام جس کے لئے درخواست دی گئی:
 Expected Date of Induction Training if selected) منتخب ہونے پر تعیناتی تربیت کی متوقع تاریخ: (سال/مہینہ/دن)

(Personal Information) 1- ذاتی معلومات	
MUSHTAQUE ALI MAASI	1.1 مکمل نام (Full Name)
41303-1706361-3	1.2 شناختی کارڈ کا نمبر (CNIC No.)
—	1.3 دیگر شناختی نمبر (شناختی کارڈ میسر نہ ہونے کی صورت میں) (Other Identification number if CNIC is not available)
02-02-1985	1.4 تاریخ پیدائش (سال/مہینہ/دن) (Date of Birth (YYYY/MM/DD))
<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)	1.4.1 تاریخ پیدائش کا جائزہ لیں (کسی ایک پر نشان لگائیں) (Check DOB) (Tick any One)
ALI NAWAZ	1.5 والد/شوہر پر خوشی رشتہ دار کا نام (Father's/Husband Name/ Name of i.e. Next Kin)
Father	1.6 امیدوار کے ساتھ رشتہ (Relationship with Applicant)
married.	ازدواجی حیثیت (Marital Status)
male	صنف (Gender)
Sindhi	1.7 قبیلہ (Tribe)
MAASI	ذات (Ethnicity)
Sindhi	زبان (Language)
village Qader Bux Magesi	1.8 مکمل پتہ (Permanent Address)
P.O - Tando Jam. TMC	ضلع یا یونین کونسل (District and Union Council)
Same as above	1.9 موجودہ پتہ (Present Address)
03023973788	2.0 رابطہ کی تفصیل (Contact Detail)
03023973788	2.1 آخری تعلیمی سند (Last Qualification)

magesimushatagi
53@gmail

Bsc. Agri

5-حوالہ جات (References)

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

Ghulam Sabir - village: Ali M- Kalori 03702109717 shop kapal -	(Full Name) مکمل نام (Full Address) مکمل پتہ (Contact Number) رابطہ نمبر (Nature of association with you) آپ کے ساتھ کام کی نوعیت	5.1 پہلا حوالہ First Referee
Anwar Ali Lashari Nor Khan Lashari Tandojam. 03042418017.	(Full Name) مکمل نام (Full Address) مکمل پتہ (Contact Number) رابطہ نمبر (Nature of association with you) آپ کے ساتھ کام کی نوعیت	5.2 دوسرا حوالہ Second Referee
Ghulam Qadir - Vi: Qadir Bux Tandojam 03003243459	(Full Name) مکمل نام (Full Address) مکمل پتہ (Contact Number) رابطہ نمبر (Nature of association with you) آپ کے ساتھ کام کی نوعیت	5.3 تیسرا حوالہ Third Referee

6-عمومی معلومات (General Information)

No -	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.	6.1
No -	کیا آپ کبھی کسی کام کے سلسلے میں مجرم تو قرار نہیں پائے، اگر ہاں تو تفصیل بتائیں Have you ever been tried or convicted for nay crime? If so, give full details.	6.2
No -	آپ کے خیال میں درخواست سے متعلق کوئی ایسی معلومات جو اس فارم میں موجود نہیں آپ ہمیں بتا سکتے رہتی ہیں۔ Give any other information not covered by this form which in your opinion is relevant to your application	6.3
Available only time	اگر ہم آپ کو پنے 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?	6.4
50000	آپ کی متوقع تنخواہ اور دیگر فوائد کی کیا امید رکھتے ہیں؟ What are your salary and benefits expectations?	6.5

7-عہدہ کی موزونیت (Suitability to the Position)


آپ کے خیال میں آپ کیوں اس عہدہ کے لئے زیادہ موزوں ہیں؟
(Briefly explain why you consider yourself suitable for the position you have applied for).

Because I have a skills qualities and knowledge to meet the requirements of this job.

درخواست گزار کا حلف نامہ

میں تصدیق کرتا کرتی ہوں کہ اوپر دی گئی تمام معلومات میرے علم اور یقین کے عین مطابق سچی، درست اور مکمل ہیں، بعد میں کسی بھی معلومات کے غلط ہونے کی صورت میں تادیبی کارروائی کی ذمہ داری قبول کرتا کرتی ہوں۔

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)

04-01-2024 تاریخ (Date)

2- تعلیمی قابلیت (Qualification)

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

تمام تعلیمی و تکنیکی قابلیت کی اسناد کی فہرست لکھیں (میٹرک سے شروع کریں)

گریڈ/ڈویژن (Grade/Division)	اہم مضامین (Major Subjects)	سرٹیفکیٹ/مقام حاصل کردہ ڈگری (Certificate/ Degree Obtained)	ادارہ (Institution)	سال (Year)
2nd D 'C' 'B'	Animal Husbandry Pre Medical Science	DVM - Intermediate Matriculation	SAU Tando Jamm BISE HYD BISE HYD	2008 2003 2001

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

Mushtaqe Ali Maggi	(Name of Employer)	آجر کا نام	3.1
village Qader Bux Maggi T-jam	(Employer's Address)	آجر کا مکمل پتہ	3.2
15- July - 2023	(Date of Joining)	تاریخ تعیناتی	3.3
Supervisor	(Your Last Job Title)	آخری عہدہ	3.4
Relief work	(Main Duties)	اہم ذمہ داریاں	3.5
Orangzeb Bhutto.	(Name & Title of your Immediate Boss)	مجاز آفسر کا نام اور عہدہ	3.6
25000/-	(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 جب ملازمت چھوڑی (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)
Promotion of sales	Area Manager	Area Manager K.B. Dairies Steeds	2016 To 2018
Tree plantation	Supervisor	N.K.B -	2014 To 2015
Relief work	Supervisor	IPSOS Pvt Ltd Pakistan	July 2023 Till Now



CHIP TRAINING & CONSULTING

JOINING REPORT BY A NEW EMPLOYEE

<i>Name of the Employee</i>	MUSHTAQUE ALI MALSI
<i>Position appointed to</i>	SAFETY WARDEN
<i>Department and/or Location of appointment</i>	Matti P-S - BRS P-S
<i>CNIC#</i>	41303-17063 61-3
<i>CNIC Expiry Date</i>	15-05-2032
<i>Date of Joining</i>	
<i>Date and Ref. No. of appointment letter</i>	
<i>Supervisors Comments</i>	
<i>Supervisors Signature</i>	



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

Name of Candidate as per CNIC:	Mushtaq Ali Magri	
S/D/W of;	Ali Nawaz	
CNIC NO:	4 1 3 0 3 1 7 0 6 3 6 1 3	
Position Applied:	SAFETY - WARDEN	
Permanent address as per CNIC:	House No:	-
	Street #:	-
	Mohallah:	-
	Village:	Qadir Bux Magri P.O. Jam
	Sector/UC:	UC - 63 - MC Tando Jam -
	Town / Tehsil:	Tando Jam
	District	Hyderabad
Current Residential Address: <i>(Kindly don't fill this section if permanent and residential addresses are same)</i>	House No:	-
	Street#	-
	Mohallah:	-
	Village:	village Qadir Bux Magri
	Sector/UC	UC - 63 - MC Tando Jam
	Town / Tehsil:	Tando Jam
	District	HYDERABAD
Signature & Date:	Date of Form Filling:	04-01-2024
	Signature of Applicant:	



Disclosure of Relationship Form

(To be filled by Candidate)

I Mushtaq Ali, S/D/W/O Ali Nawaz, Holding CNIC 4/303-1706361-3
Resident of village - Bader Bux maggi p.o. Tandojam
UC 63, Tehsil Tandojam, District Hydrabad.

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:

04-01-2020

Date:



DECLARATION FORM

(TO BE FILLED BY THE EMPLOYEE)

I Mushuqur Ali, S/D/W/O Ali Nawaz, holding CNIC 41303-1706361-3 Resident of Village Qada Bux Maza UC UC 63 MET-8, Tehsil Tando Jam, District..... 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

Date: 04-01-2024



Bank Account Information	
Name of Employee	MUSHTAQUE ALI MAGSI
Designation	Safety warden .
Union Council / Area	UC - 63 - Mc Tando Jam.
District / Agency	Hyderabad .
Contact No.	03023973788
CNIC No.	41303-1706361-3

Bank Account Title	MUSHTAQUE ALI MAGSI
Bank Name	BANK AL-Habib Limited
Bank Address	TANDO JAM-
Bank Branch Code	
Bank Account Number (With IBAN)	PK55BAHL1186004800146401

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: 04-01-2024

Note:

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