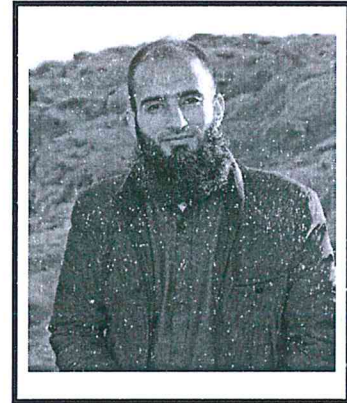


Annexure D: Application for Employment with CTC

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 original) 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: *WSM Project Coordinator*

1. PERSONAL INFORMATION

1.1	Full Name	Kamran Hakim	
1.2	NIC No.	38201-2971662-3	
1.3	Date of Birth	05-11-1988	35 Years
1.4	Father's Name	Hakim Khan	
1.5	Marital Status	Married	
	Spouse or next of Kin	Ahmed Raza	
	No. of Children	2	
1.6	Permanent Address	Street 10 Model Village Suhdran Road Tarlai Kalan Islamabad	
1.7	Present Residential address	Street 10 Model Village Suhdran Road Tarlai Kalan Islamabad	
1.8	Phone Numbers	0341-5215156	
1.9	E-mail address	kami.islami@gmail.com	

2. Bank Details

Account Title (Name of Ac Holder)	Kamran Hakim
Account No.	07760200005420
Bank Name & Branch	Askari Bank G13 Islamabad

EDUCATION QUALIFICATIONS

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

Year	Institution	Cert. / Degree obtained	Main Subjects	Grade / Div.
2004	Federal Board	Matric	Arts	2 nd Div
2006	Federal Board	Intermediate	Humanitarian	1 st Div
2008	University of the Punjab	Bachelor in Commerce	Commerce	2 nd Div

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	Innovative Development Strategies Pvt. Ltd
4.2	Employer's Address	House 25 Street 35 G-14/4 Islamabad
4.3	Date of Joining	01-10-2019
4.4	Your Last Job Title	Data Processing Officer
4.5	Main Duties	Database development, debugging and troubleshooting, Data analysis, Tabulations, and advanced descriptive analysis, Data Visualization, Advanced mapping in Google Earth and QGIS, Capacity building of data collection team. Field Working, Collection of Data, Trainings Management, and Delivery of Trainings to Survey Teams.
4.6	Name & Title of your immediate boss	Col.(r) Imran Malik / Management Director
4.7	Gross Monthly Pay	4000/-

5. PREVIOUS EXPERIENCE

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

From/ To	Employer's Name & Address	Designation
Oct 2019- Present	Innovative Development Strategies Pvt. Ltd Islamabad	Data Processing Officer
Mar 2019-Aug 2019	Civil Society, Human and Institutional Development Program Islamabad	Data Supervisor

Jan 2016-Feb 2019	CHIP Training and Consulting Pvt. Ltd.	Programme Associate
Jan 2018-Feb 2019	CHIP Training and Consulting Pvt. Ltd.	Regional North Coordinator at SHELL
Sep 2013 –Dec 2015	Innovative Development Strategies (Pvt.) Ltd. Islamabad	MIS & Data Assistant
Oct 2010-Feb 2011	Benazir Income Support Programme	Team Monitor
June 2008-June 2009	National Rural Support Programme (Urban Poverty Alleviation Programme)	Account Assistant

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	Lubna Hashmat
		Address	Chip Training and Consulting Islamabad
		Contact Phone No.	0301-8547307
		Nature of association with you.	Boss-Worked with her
5.2	Second Referee	Name	Col. Imran Malik
		Address	Innovative Development Strategies Islamabad
		Contact Phone No.	0322-5087728
		Nature of association with you.	Boss – Worked with him
5.3	Third Referee	Name	Amjad Iqbal
		Address	NIPS Islamabad
		Contact Phone No.	0345-7449902
		Nature of association with you.	Worked with him

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.	Nothing
6.4	If an offer is made to you, how soon can you join us?	As per to Requirement
6.5	What are your salary and benefits expectation?	11.10,00,000/-



THE POSITION

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

I have much experienced relevant to this position like analysis, reporting, site management, sales etc. and think I have done the same work which is required for this position. I have known from the Advertisement that this post belongs to SHELL Project and I have worked with Shell as Regional North Coordinator on Shell Helix for 1 year. So I consider myself for this position.

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: 08/08/2023	Candidate's Full Signature Kamran Hakim
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