

**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.



صرف دفتری استعمال کے لئے (محکماتی کسی صنف کی جانب سے پھرا جائے گا) (For official use only to be filled by CTC Staff)

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

**1- ذاتی معلومات (Personal Information)**

Shanza Akbar	(Full Name) مکمل نام	1.1
33105-7841116-4	(CNIC No.) شناختی کارڈ کا نمبر	1.2
..	دیگر شناختی نمبر (شناختی کارڈ میسر نہ ہونے کی صورت میں) (Other Identification number if CNIC is not available)	1.3
9-12-1997	(Date of Birth) تاریخ پیدائش (سال/مہینہ/روز) (YYYY/MM/DD)	1.4
DOB not Mentioned	(DOB) (کسی ایک پر نشان لگائیں) (Tick any One)	1.4.1
Only Year available	دن، مہینہ، سال معلوم ہے (Day, Month, Year Available)	
Ali Akbar	(Father's/Husband Name/ Name of i.e. Next Kin) والد/شوہر/خونی رشتہ دار کا نام	1.5
Father	(Relationship with Applicant) امیدوار کے ساتھ رشتہ	1.6
Single	(Marital Status) ازدواجی حیثیت	
Female	(Gender) صنف	
..	(Tribe) قبیلہ	1.7
Ayqa'in	(Ethnicity) ذات	
Urdu	(Language) زبان	
Chk No 197 G-B [ehsil Samundri DIT FSD.	(Permanent Address) مکمل پتہ	1.8
Faizlabad.	(District and Union Council) ضلع یا یونین کونسل	
Madina Town Sunsan road Faizlabad.	(Present Address) موجودہ پتہ	1.9
Madina Town (Residence) پتہ 0349-6855543. (Mobile) پتہ	(Contact Detail) رابطہ کی تفصیل	2.0
lanzaakbar0@gmail.com (E-mail) پتہ Shell Khinoo (Office) پتہ	(Last Qualification) Mphil. 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 حاصل کردہ ڈگری (Certificate/ Degree Obtained)	ادارہ (Institution)	سال (Year)
1 <sup>st</sup> division	Science.	Matric	Islamia Cg	2012-2014.
2 <sup>nd</sup> division.	Pre-medical	Fsc (Medical)	Degree Cg	2014 - 2016
3 <sup>rd</sup> division.	Zoology	BS zoology	GCMUF	2016 - 2020
1 <sup>st</sup> division	Zoology	Mphil zoology	UAF	2020-2022

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

Shanza Akbar	(Name of Employer)	آج کا نام	3.1
chk No 197 G.B Tehsil Samundri Distt FSD	(Employer's Address)	آج کا مکمل پتہ	3.2
19-Sep-2022	(Date of Joining)	تاریخ تہناتی	3.3
Safety warden.	(Your Last Job Title)	آخری عہدہ	3.4
• Supervising specific task related to Bikes Straddling Project regarding health, safety.	(Main Duties)	اہم ذمہ داریاں	3.5
→ Muhammad Ishfaq.	(Name & Title of your Immediate Boss)	مجاز آفیسر کا نام اور عہدہ	3.6
Thirty four thousand.	(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 وہاں ملازمت چھوڑی (Position held by you when you left this employer)	آج 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)
• Mass rearing of <i>Sitotroga cerealella</i> .	Research Associate.	University of Agriculture Faisalabad.	27-May-2021 10-March-2022
Teaching	Subject Specialist.	Dr. Dilbar gogi. Passion School Faisalabad.	17-11-2020 to 10-07-2021



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 تین (3) حوالہ جات دیں، جن کا تعلق آپ کے کسی رشتہ دار یا رشتہ سے نہ ہو، بلکہ جو آپ کے کردار اور کام کے تجربے سے واقف ہوں۔

Dr. Ahmed Nawaz University of Agriculture Faisalabad. 0305-5642143 Supervisor In MPhil (UAF)	(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
Mr. Muhammad Naeem Sabal Sheh Kohinoor Faisalabad. 0300-8648535 Manager at Sheh Kohinoor FSD	(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
Mr. Manzav Ali Abid. Integrated Pest Management Laboratory 0305-6576985 Colleague.	(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	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 مجرم تو قرار 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 ہمیں بتا سکتے ہیں۔ Give any other information not covered by this form which in your opinion is relevant to your application.
within fifteen days	6.4 اگر ہم آپ کو اپنے ادارے میں کام کرنے کے لئے بلائیں، آپ کتنے عرصے میں ہمارے ساتھ کام کر سکتے ہیں؟ If an offer is made to you, how soon can you join to us?
Sixty Five thousand	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. آپ کے خیال میں آپ کیوں اس عہدہ کے لئے زیادہ موزوں ہیں؟

I have a strong background in management and safety with a brief knowledge of human behaviour and administration. I am confident in my ability to contribute to the success of your organization.

درخواست گزار کا حلف نامہ

میں تصدیق کرتا ہوں کہ اوپر دی گئی تمام معلومات میرے علم اور یقین کے عین مطابق ہیں، درست اور مکمل ہیں، بعد میں کسی بھی معلومات کے نکلنے کی صورت میں جرمی کارروائی کی ذمہ داری قبول کرتا 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.



امیدوار کے دستخط  
(Candidate's Signature)

21-12-2023 تاریخ (Date)



## CHIP TRAINING & CONSULTING

### JOINING REPORT BY A NEW EMPLOYEE

Name of the Employee	Shanza Akbar
Position appointed to	Safety warden
Department and/or Location of appointment	Shell Kohinoor Faisalabad.
CNIC#	33105-7841116-4
CNIC Expiry Date	11-07-2028
Date of Joining	19-Sep-2022
Date and Ref. No. of appointment letter	
Supervisors Comments	
Supervisors Signature	



Bank Account Information	
Name of Employee	Shanza Akbar
Designation	Safety warden
Union Council / Area	
District / Agency	Faisalabad
Contact No.	0349-6855543
CNIC No.	33105-7841116-4

Bank Account Title	SHANZA AKBAR
Bank Name	MCB
Bank Address	Dudhewala branch Jaranwala road Faisalabad
Bank Branch Code	1040
Bank Account Number (With IBAN)	PK48NIUCB1458565971008462

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: 21-12-2023

Note:

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



TRAINING &  
CONSULTING

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

Name of Candidate as per CNIC:	Shanza Akbar.	
S/D/W of;	Ali Akbar.	
CNIC NO:	3310578411164	
Position Applied:		
Permanent address as per CNIC:	House No:	chk No 197 G.B ThsR Samundvi Distt Faizlabad
	Street #:	Street No 2.
	Mohallah:	"
	Village:	chk No 197 G.B.
	Sector/UC:	"
	Town /Tehsil:	Samundvi.
	District	Faizlabad
	Current Residential Address:  (Kindly don't fill this section if permanent and residential addresses are same)	House No:
Street#		Sunsan Road Madina town.
Mohallah:		"
Village:		"
Sector/UC		"
Town /Tehsil:		Madina town.
District		Faizlabad.
Signature & Date:		Date of Form Filling:
	21-12-2023	Shanza Akbar.



### Disclosure of Relationship Form

(To be filled by Candidate)

I Shanza Akbar, S/D/W/O Ali Akbar, Holding CNIC  
33102-7841116-4, Resident of Chs No 197 G.B.  
UC Faisalabad, Tehsil Samundri, District  
Safety warden, Candidate for the position of  
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
—					
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—					

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

  
Signature:

21-12-2023  
Date:

