

CHIP Training & Consulting (Pvt) Ltd			
Human Resource Department			
Documents Check List			
Designation	Safety Warden		
Name of Employee	Anees Zahoor	Focal Person for file management	
Area/ Site	Taukiy Pk Dgri	CNIC No	4410112797385
Date of Joining	12-6-2023	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	✓	



Bank Account Information	
Name of Employee	ANAS ZAHOR
Designation	Safety warden
Union Council / Area	Digri
District / Agency	Mirpurkhas
Contact No.	03322606313
CNIC No.	44101-12797385

Bank Account Title	M/S Anas Zahoor Government Contractor
Bank Name	united bank limited digri
Bank Address	Digri Tando gulem ali road digri
Bank Branch Code	0124
Bank Account Number (With IBAN)	0104000246595304

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: 25-12-2023

Note:

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

Bank Account Required Information Form

Sr. No	Particulars	Details	
1	Name (as per CNIC)	ANAS ZAHOR	Date:
2	Father/Husband Name	ZAHOR AHMED	
3	Relation	FATHER	MOTHER
4	Mother First Name	SHAISTA KHATOON	
5	Date of Birth	6-11-1990	
6	CNIC No.	44101-12797385	
7	CNIC Expiry Date	23-09-2031	
8	Mobile	03322606313	
9	Home Address	House No-B-133/1 old Shehi bezer digri district MRS Mirpurkhes	

Signature: 



[CTC - HRO - SHELL - Recruitment & Selection - 7.8.7-c-037]
[Field Joining Form - Jan 2020]

CHIP TRAINING & CONSULTING

JOINING REPORT BY A NEW EMPLOYEE

Name of the Employee	ANAS ZAHOR
Position appointed to	SAFETY WARDEN
Department and/or Location of appointment	Taufiq Petroleum Service digri
CNIC#	44101-12797385
CNIC Expiry Date	23-09-2031
Date of Joining	12-6-2023
Date and Ref. No. of appointment letter	—
Supervisors Comments	
Supervisors Signature	

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.



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

..... (Position applied for) (مہدو کا نام جس کے لئے درخواست دی گئی) Safety Warden
..... (Expected Date of Induction Training if selected) (منتخب ہونے پر تیوبانی تربیت کی متوقع تاریخ: (سال/مہینہ/دن)) 12-6-2023

(Personal Information) 1- ذاتی معلومات	
ANAS ZAHOR	1.1 مکمل نام (Full Name)
44101-12797385	1.2 شناختی کارڈ نمبر (CNIC No)
—	1.3 دیگر شناختی نمبر (شناختی کارڈ نمبر نہ ہونے کی صورت میں) (Other Identification number if CNIC is not available)
6-11-1990	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 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)
ZAHOR AHMED	1.5 والدہ/شوہر/خونی رشتہ دار کا نام (Father's/Husband Name/ Name of i.e. Next Kin)
FATHER	1.6 اہل و عیال کے ساتھ رشتہ (Relationship with Applicant)
MARRIED	1.7 ازدواجی حیثیت (Marital Status)
MALE	صنف (Gender)
Punjabi	قبیلہ (Tribe)
ARAIN	ذات (Ethnicity)
Urdu, Punjabi, Sindhi	زبان (Language)
HA B-133/1 old shahi bager digri	1.8 مکمل پتہ (Permanent Address)
Mirpurkhas - Digri	ضلع/یونین کونسل (District and Union Council)
H/N B-133/1 old shahi bager digri	1.9 موجودہ پتہ (Present Address)
— (Residence) نمبر: 03322606313 (Mobile) نمبر — (E-mail) نمبر: — (Office) نمبر	2.0 رابطہ کی تفصیل (Contact Detail)
Bachelor of Architecture	2.1 آخری تعلیمی سند (Last Qualification)

2- تعلیمی قابلیت (Qualification)

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

تمام تعلیمی و فنی قابلیت کی اسناد کی کاپیاں (میلرک سے شروع کریں)

گرید/ڈویژن (Grade/Division)	اہم مضامین (Major Subjects)	سرٹیفکیٹ/درجہ حاصل کردہ ڈگری (Certificate/ Degree Obtained)	ادارہ (Institution)	سال (Year)
A	MATH	Matric	Prime Kg School	2006
B	MATH	INTER	Bahria College	2008
Ist division	Architecture de sign	B.E Architecture	MUET (CEAD)	2004

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

---	(Name of Employer)	آجر کا نام	3.1
---	(Employer's Address)	آجر کا مکمل پتہ	3.2
---	(Date of Joining)	تاریخ تہنیتی	3.3
---	(Your Last Job Title)	آخری عہدہ	3.4
---	(Main Duties)	اہم ذمہ داریاں	3.5
---	(Name & Title of your Immediate Boss)	بھارتا فیسر کا نام اور عہدہ	3.6
---	(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 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)
Supervise const sites	Site Inspector	NAA Consulting defence phase Karachi	1-1-2014 15-12-2016
---	---	---	---
---	---	---	---

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 کو کم از کم تین (3) حوالہ جات دیں جن کا تعلق آپ کے کسی خونی یا شادی سے نہ ہو، بلکہ جو آپ کے کاروبار کام کے تجربے سے واقف ہو۔

WASEEM YAQOOB Dch 181 Taulo Bego road Digri 03322174297 Friend	(Full Name) (Full Address) (Contact Number) (Nature of association with you)	عمل نام عمل پتہ رابطہ نمبر آپ کے ساتھ کام کی نوعیت	5.1 پہلا حوالہ First Referee
SHAMSHER ALI Suner hali work 5 Digri 03013559949 Friend	(Full Name) (Full Address) (Contact Number) (Nature of association with you)	عمل نام عمل پتہ رابطہ نمبر آپ کے ساتھ کام کی نوعیت	5.2 دوسرا حوالہ Second Referee
M. SARWAR H/N 2 near Post office Digri 03342553878 UNCLE	(Full Name) (Full Address) (Contact Number) (Nature of association with you)	عمل نام عمل پتہ رابطہ نمبر 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 ہو کر نہیں پائے، اگر ہاں تو تفصیل بتائیں Have you ever been tried or convicted for any crime? If so, give full details.
NIL	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.
with in a day	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?
30 to 40 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)

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

Because i am resident of same city and i also have how know of the work and i am also very competent to do work.

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.

(Signature)


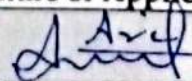
اسی وار کے دستخط
(Applicant's signature)

25-12-2023

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:	ANAS ZAHOR	
S/D/W of;	ZAHOR AHMED	
CNIC NO:	4410112797385	
Position Applied:	SAFETY WARDEN	
Permanent address as per CNIC:	House No:	B/133-1 012 Shahi bagh Digri
	Street #:	ward # 5
	Mohallah:	Shahi bagh
	Village:	—
	Sector/UC:	Digri
	Town /Tehsil:	Digri
	District	Mirpurkhas
	Current Residential Address: <i>(Kindly don't fill this section if permanent and residential addresses are same)</i>	House No:
Street#		—
Mohallah:		—
Village:		—
Sector/UC		—
Town /Tehsil:		—
District		—
Signature & Date:  25-12-2023		Date of Form Filling:
	Signature of Applicant: 	



Disclosure of Relationship Form

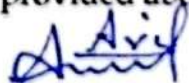
(To be filled by Candidate)

I Anees Zahoor, S/D/W/O Zahoor Ahmad, Holding CNIC 4410112797385,
Resident of Digri district Mirpurkhas, UC Digri
Tehsil Digri District Mirpurkhas Candidate
for the position of Setted worden 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:

25-12-2023
Date:



DECLARATION FORM

(TO BE FILLED BY THE EMPLOYEE)

I Anees Zchoor.....S/D/W/O Zchoor Ameer....., holding CNIC 441912793385, Resident of Digri....., UC Digri....., Tehsil Digri....., District Mirpurkhas Employee for the position of Setty 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.

Anees Zchoor
Signature

25-12-2023

Date:



حکومت پاکستان

قومی شناختی کارڈ

44101-1279738-5

نام: آفس ٹھیکر

جنس: مذکر

والد کا نام: منظور احمد آرا مین

شہر/ضلع/حکومت: ٹولہ ٹیپن

بھارتی ملازمت: تاریخ پیدائش: 06/11/1990



دستخط مل بھارت

دستخط رجسٹرار جنرل

For office use only



شناختی کارڈ نمبر: 44101-1279738-5 خانہ داران نمبر: N42Q50

بھارتی ملازمت: تاریخ پیدائش: 08/10/1990 محلہ: شاہی بازار، ڈگری، ضلع میر پور خاص

نام: آفس ٹھیکر جنس: مذکر والد کا نام: منظور احمد آرا مین

بھارتی ملازمت: تاریخ پیدائش: 23/09/2031



For office use only

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Scanned with CamScanner



AnasZahoor

+923322606313 | ar.anas_zahoor@yahoo.com | House no: B/133-1, Digr, Sindh, Pakistan



Profile

To avail challenging position in a reputed organization, which provide me opportunities to utilize my entrepreneurial skills and achieve career growth in line with corporate values and objectives

Skills

- Creative, innovative and Strategic thinker
- Organized, Persuasive and Strong time management
- Auto cad Expert (2d only)
- Good Oral and Presentation Skills, fluent in communication.
- Can work in teams with efficiency and effectiveness
- Expert in Microsoft Office Programs (Microsoft Power point, Excel, word, Prezi)
- Can work under pressure
- Meet deadlines before hand

Experience

Junior Architect at NAA Consulting Engineering PVT Limited

Work as site inspector at govt school projects in karachi.

Collaborate on Design Projects Brainstorm project ideas, complete design drawings in AutoCAD and assist in reviewing project proposals, remaining a part of the process from conception through development.

Education

Bachelors of Architecture

University: Mehran University of engineering and technology Centre of Excellence in arts and design

Location: Jamshoro, Sindh, Pakistan.

Graduated in: Year 2014

Projects During Studies: Academic projects designed Bang low Project, Educational Project, Recreational Project, Healthcare project, Culture Building Project, Industry Project, Apartments Project Hotel Project, and Thesis on COMMUNITY CENTER

References

References are available upon request.

Board of Intermediate & Secondary Education
MIRPURKHAS, SINDH.

Certificate No. 051725



Group : SCIENCE

Seat No. 1

Secondary School Certificate Examination
Annual Examination 2006

This is to certify that ANAS ZAHOOR
Father's Name ZAHOOR AHMED
Surname ARAIN
Student of B45 PRIME K.G TO H/S DIGRI

passed the Secondary School Certificate Examination held in
the month of APRIL, 2006 and was placed in Grade A

The Candidate qualified in the following subjects:-

Component I

1. Urdu & Sindhi Salees
2. Sindhi & Urdu Salees
3. English I & II
4. Pakistan Studies
5. Islamiyat/Akhlaqiat

Component II

1. Physics
2. Chemistry
3. Mathematics
4. Biology/Computer Science

The date of birth as recorded in the admission form of the student
is 06/11/1990 SIXTH, NOVEMBER

One Thousand Nine Hundred and NINETY

The Examination was taken as a whole / in Parts

Mirpurkhas Sindh

Dated 20/10/2010

Adil
Controller of Examinations.

Miskal
Secretary

Board of Intermediate & Secondary Education
MIRPURKHAS, SINDH.



Certificate No. 024718

Group : PRE-ENGINEERING

Seat No. 22952

Higher Secondary Certificate Examination

ANNUAL EXAMINATION 2008

This is to certify that ANAS ZAHOOR
Father's Name ZAHOOR AHMED
Student of BAHRIA FOUNDATION COLLEGE MIRPURKHAS
Passed the Higher Secondary Certificate Examination of the Board of Intermediate & Secondary Education
Mirpurkhas held in the month of MAY 2008

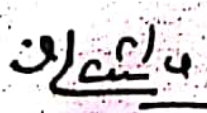
Candidate was placed in

Grade B

The Examination was taken as a whole / in parts

Mirpurkhas Sindh

Dated 11/01/2012


Controller of Examinations.



Secretary

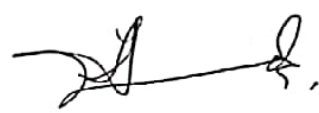



Mehran University of Engineering and Technology

It is hereby certified that Mr./Ms. Anas Zahoor S/o
Zahoor Ahmed Arain ----- after having satisfied
all the conditions prescribed by the University has been duly admitted
to the degree of Bachelor of Architecture of Centre of
Excellence in Arts & Design of this University.

He/She has secured First Division in the final examination
held in January, 2014.


Controller of
Examinations


Registrar


Vice-Chancellor

Jamshoro, Sindh-Pakistan
Dated the 03rd March, 2017

Domicile No. 2465
Dated. 12/06/2008

APPENDIX XIV
"FORM - P-I"

The Pakistan Citizenship Act, 1951 (II of 1951)
And Rules made there under (vide Rule 23)

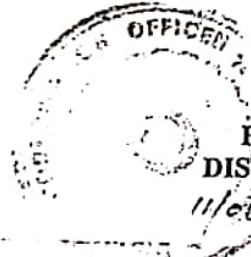
DOMICILE CERTIFICATE

WHEREAS **ANNAS ZAHOOR S/O ZAHOOR AHMED**
Resident of *Digri Town, Taluka Digri District Mirpurkhas* has applied for a certificate of domicile
under the Pakistan Citizenship Act, 1951 (II of 1951), at alleging with respect to himself/herself the
particulars set out below, and has satisfied the undersigned that the conditions laid down in section 17
of the said Act for the grant of a certificate of Domicile are fulfilled in the said
ANNAS ZAHOOR S/O ZAHOOR AHMED

Case

Now, therefore in pursuance of the power conferred by the Said act and the Rules made there under
the undersigned hereby grants to the said **ANNAS ZAHOOR**
Certificate of Domicile.

In witness where of I have here to subscribed my name this day of



(Signature)
FOR (ABDUL RAHIM SOOMRO)
DISTRICT COORDINATION OFFICER
11/06/2008 MIRPURKHAS

PARTICULARS RELATING TO THE APPLICANT

Full Name: **ANNAS ZAHOOR**
Father's Name: **ZAHOOR AHMED**
Address in Pakistan *Digri Town, Taluka Digri District Mirpurkhas.*
Address in the country outside Pakistan: **Nil**
Place of Domicile: *Digri Town, Taluka Digri District Mirpurkhas.*
Date of Arrival in the place of Domicile: **Since birth**
Married/Single/Widow/Widower: **Single**
Name of Wife or Husband:
Name of Children and their ages:
1. 2.
3. 4.
5. 6.
Trade of Occupation: **Student**
Marks of Identification:



(Signature)
FOR (ABDUL RAHIM SOOMRO)
DISTRICT COORDINATION OFFICER
11/06/2008 MIRPURKHAS

P.R.C. No. 3787
Dated. 17-6-2014

FORM "D"
[See Rule 5 (I) (b)]

Form of Certificate of Permanent residence in the province of Sindh for the Purpose of recruitment to the public service of Sindh.

CERTIFICATE

I, hereby certify that for the reasons given below Mr. ANNAS ZAHOOR

S/O ZAHOOR AHMED

Has his/her permanent residence in Digri Town Taluka Digri

(here enter name of place) DISTRICT MIRPURKHAS

District in the province of Sindh.

This is granted solely for the purposes of the Public Service in Sindh.

(Here enter reason).

Residing at: Digri Town Taluka Digri District Mirpurkhas Since Birth.



14/6
FOR (ABDUL RAHIM SOOMRO)
EXECUTIVE DISTRICT OFFICER (REVENUE)
MIRPURKHAS

Place: _____
Dated: _____

