

Chip Training & Consulting (Pvt) Ltd.
Initial Employment Application Form

Position Applied for: ASSISTANT SUPERVISOR-KARACHI

1. PERSONAL INFORMATION

1.1	Full Name	MUHAMMAD OWAIS SHAIKH
1.2	CNIC No.	41303-8021123-9
1.3	Date of Birth	08-12-1989
1.4	Father's Name	ALI HASSAN SHAIKH
1.5	Marital Status	MARRIED
1.6	Permanent Address	H.NO 23 BLOCK A HASSAN ALI AFFANDI TOWN HYD
1.7	Present Residential address	H.NO 23 BLOCK A HASSAN ALI AFFANDI TOWN HYD
1.8	Phone No/Email Address	0313-5813738/ owaisshaikh84@gmail.com

2. QUALIFICATIONS

List only last two academic qualifications

Year	Institution	Degree obtained	Main Subjects	Grade / Div.
2015	QUAID-I-AZAM UNIVERSITY, ISLAMABAD	MBA-3.5 YEAR	FINANCE	A
2011	UNIVERSITY OF SINDH, JAMSHORO	BCOM	COMMERCE	A

3. 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.

3.1	Employer Name and Address	Chip Training and Consulting-CTC , Islamabad
3.2	Duration	December 2021- Till Date
3.3	Last Job Title	WSM (Wet Stock Management)-Analyst (Project of Shell Pvt. Ltd)
3.4	Main Duties	To Collect and Analysis Wet Stock data from shell sites
3.5	Name & Title of your Immediate boss	Muhammad Ishfaq- Project Manager at CTC
4.7	Gross Monthly Pay	65000

5. PAST WORK EXPERIENCE

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

From /To	Employer's Name and Address	Designation	Job Title	Main Duties
1 st June 2019 to 28 Feb 2020	Fresh Food Center, Restaurant City Phuleli Chowk Hyderabad	Manager	Accounts and Maintenance Manager	To Maintaining Ledger of Vendors and staff salaries, Accounting Statements and Balance Sheet.

12 April 2017 to 16 Oct 2018	Allied Bank Limited Pvt Ltd- Latifabad No.06 Hyderabad	Officer	Business Development Officer-BDO	To enhance Bank's Deposit and No. of Accounts.

6. GENERAL INFORMATION

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/sexual exploitation and abuse? If so, give full details.	NO
6.3	If an offer is made to you, how soon can you join us?	Within a month
6.4	What are your salary and benefits expectation?	90000+ with other benefits like Medical allowance

7. PROFESSIONAL REFEREES

*Give details of two referees, preferably your previous employer(not friends or family), who can vouch for your character and work
experience*

7.1	First Referee	Name	NAVEED HASSAN SHAIKH
		Organization Name and Address	BANK AL HABIB Pvt. Ltd Latifabad No.07 Hyderabad
		Phone No and Email	0321-3009500 naveedhassanshaikh@gmail.com
		Nature of association with you.	Brother
7.2	Second Referee	Name	Uzair Shaikh
		Organization Name and Address	Personal Business
		Phone No and Email	0321-3077266
		Nature of association with you.	Cousin

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: 06-05-2024

Candidate's Signature: 