



HAZRAT SHAH JAHANGIR ACADEMY

Application for a Non Teaching Post
(Please fill all the sections below)

Insert photo here

Position Applied For:

PERSONAL INFORMATION

Full Name:

Sex:

Address:

Religion:

Marital Status:

Telephone No.

Mobile No.

Email address:

Date of Birth (D/M/Y)

Place of Birth:

CNIC

EDUCATIONAL RECORD

Examinations passed	Passing Year	Grades/Division	University/Board	Major Subject
MASTERS				
BACHELOR				
DIPLOMA (If any)				
H.S.C. / A Level				
S.S.C. / O Level				

ADDITIONAL CERTIFICATION/ TRAINING RECORD

Course title	Duration	University/Organization	Details

EMPLOYMENT RECORD

Organization	Designation	Period	
		From	To

Current Salary (Gross): _____ Expected Salary at HSJA: _____

Notice period required to leave current Job: _____

Please list your interests, sports, art or other activities

- | | |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

REFERENCES

PERSONAL			
Name, Address, Telephone Nos.	Occupation and position	Relation to applicant	Period of your Acquaintance
PROFESSIONAL			
Name, Address, Telephone Nos.	Occupation and position	Relation to applicant	Period of your Acquaintance

DECLARATION

I declare that all the information supplied in this form is correct.

Signature: _____	Date: _____
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CHECKLIST

I have attached the following:

- 1) Photograph (to be fixed)
- 2) CNIC copy
- 3) Degree/certificate copies
- 4) Experience certificates (if applicable)