



# WOMEN UNIVERSITY, SWABI

URL: [www.wus.edu.pk](http://www.wus.edu.pk)

Sr. No: \_\_\_\_\_  
(For Office Use Only)

## **JOB APPLICATION FORM FOR TEACHING POSITIONS**

Paste 03  
recent  
passport  
size pictures

Advertisement No: \_\_\_\_\_

Post Applied for: \_\_\_\_\_

I. Personal Information		
1. Name (Block Letters):	2. Father's Name (Block Letters):	3. CNIC Number:
4. Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	5. Domicile:	6. Place of Birth:
7. Permanent Address:		8. Present/Mailing Address:
9. Date of Birth (day/month/year):	10. Nationality:	11. Religion:
12. Phone (a) Residential (b) Official		13. Mobile Number:
14. E-mail address:		15. Marital Status:

II. Academic Qualification								
S#	DEGREE/ CERTIFICATE	Major/ Subjects	Board/ University	Year of Passing	Total Marks	Obtained Marks	Division/ Grade	Percentage
1.	Matriculation							
2.	Intermediate							
3.	Bachelors (14 years educ.)							
4.	Masters/ BS (16 years educ.)							
5.	M.Phil./MS							
6.	PhD							
7.	Post Doctorate							
8.	Any Other							

**III. Distinction (Awards/ Medals/Certificates with detail)**

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**IV. Professional Qualification/Training/Certificates/Others;**

S#	Title of Training/ Course	Diploma/ Certificate	Field of Study	Institution	Grade / Division
1					
2					
3					
4					
5					

*\*Attach additional sheet if required*

**V. Employment Record (Start from current position)**

S#	Name of Institute/Organizatio n	Designation	BP S	Nature of Job (Permanent/Te mporary/Cont ract/Fixed Pay)	Job Description (Teaching / Research / Admin)	Duration Time		
						Dates		Period
						From	To	YY-MM-DD
1								__-__-__
2								__-__-__
3								__-__-__
4								__-__-__
5								__-__-__
6								__-__-__
7								__-__-__
<b>Total*</b>						Years: ____ Months: ____ Days: ____		

*\*Total Experience till closing date of application. Attach additional sheet if required*

**VI. Research Publications**

**(a) National/ International Journal Papers**

S#	Name of Author (s)	Complete Name of Journal and Address with ISSN (Print) No.	Title of Publication	Vol. No. & Page No.	Category W/X/Y/Z	Year Published
1.						
2.						
3.						
4.						
5.						
6.						
7.						

**(b) Text Books / Chapters Written;**

S#	Title of Publication	Subject/Description	Publisher (if any)
1			
2			
3			
4			

*\*Attach additional sheet if required*

**VII. Research Projects**

S#	Title of Research Project	Contribution to Project (PI / Co. PI)	Funding/ Sponsoring agency	Status of project (Completed/Secured etc)	Total cost of project
1					
2					
3					

*\*All documents relating to research project including approval and sponsor letter(s) must be attached*

*\*Attach additional sheet if required*

**VIII. References (Academic/Professional)**

Reference-1	Reference-2

IX- Bank Draft / Receipt No.: \_\_\_\_\_ (Please attach in original)

Amount in PKR: \_\_\_\_\_ Date: \_\_\_\_\_

**Declaration:**

It is hereby certified that information given in this application form is correct and nothing relevant has been concealed.

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_  
Signature of Applicant

**X- Check-List of testimonials attached:**

- |  |                          |
|--|--------------------------|
| 1. N.I.C                                 | <input type="checkbox"/> |
| 2. SSC (DMC/Transcript + Certificate)    | <input type="checkbox"/> |
| 3. FA/F.Sc (DMC/Transcript +Certificate) | <input type="checkbox"/> |
| 4. BA/BSc (DMC/Transcript + Degree)      | <input type="checkbox"/> |
| 5. MS/MSc/BS (Transcript +Degree)        | <input type="checkbox"/> |
| 6. M.Phil/MS (Transcript +Degree)        | <input type="checkbox"/> |
| 7. PhD (Transcript + Degree)             | <input type="checkbox"/> |
| 8. List of Publications/ Research Papers | <input type="checkbox"/> |
| 9. Experience Certificate(s)             | <input type="checkbox"/> |
| 10. NOC (for In-service candidate)       | <input type="checkbox"/> |
| 11. Other documents:                     |                          |
| _____                                    | <input type="checkbox"/> |
| _____                                    | <input type="checkbox"/> |
| _____                                    | <input type="checkbox"/> |

**Please Send Application Form to:**

**Registrar  
Women University, Swabi  
Gulo Dehri, Topi-Road,  
Swabi  
Khyber Pakhtunkhwa,  
Pakistan**

**Terms & Conditions:**

1. Applicants should apply only on the prescribed form available at University website: [www.wus.edu.pk](http://www.wus.edu.pk). The applicants are required to visit the University's web page on regular basis for updates in the process.
2. A Bank draft in the name of Treasurer, Women University, Swabi OR online deposit to Account No. **238739974** United Bank Limited, Swabi Branch of **Rs 5000/ for BPS 20, Rs 4000/- for BPS 19 and Rs. 3000/- for BPS-18**. Original Bank draft/online deposit slip, Attested photocopies of all DMCs, degrees, certificates, experience certificates, CNIC,(03) recent passport size photographs, must be attached with the Application Form.
3. Candidates serving in Government, Semi Government and Autonomous Bodies should process their applications through proper channel.
4. CGPA 3.00 and above will be considered as First Division.
5. Candidates having Foreign Degree/ certificate should attach Equivalency Certificate from HEC, Islamabad before the closing date.

6. Any change in contact details must be reported immediately to the Registrar Office.
7. The University reserves the right to fill the position as per the need/requirement of the university or cancel the whole advertisement or not to fill any advertised post without mentioning any reason.
8. Candidates applying for more than one position should submit separate forms with all relevant copies and separate bank draft.
9. Only short-listed candidates will be called for test/interview. University will not be held responsible for non-receipt or late receipt of call letters for test/interview.
10. All applications must reach to the office of the undersigned on or before **August 19, 2022**. Incomplete applications or applications received after due date will not be considered.
11. No TA/DA will be given for attending the test/interview.

Errors and omissions, if any, will be rectified by the University.

**Registrar**  
**Women University, Swabi**  
**Phone: 0938-221193 / 0938-221138**

**For office use only**  
**RECOMMENDATIONS OF THE SCRUTINY COMMITTEE**

Please tick the relevant

The candidate is                      **Eligible**              OR              **Not Eligible**

If the candidate is **Not Eligible** please state, the reasons:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Name of Evaluator:**

1      **Name.**\_\_\_\_\_ **Signature**\_\_\_\_\_

2      **Name.**\_\_\_\_\_ **Signature**\_\_\_\_\_

3      **Name.**\_\_\_\_\_ **Signature**\_\_\_\_\_

Concerned Dean/Chairman: \_\_\_\_\_