



# WOMEN UNIVERSITY, SWABI

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

## **JOB APPLICATION FORM FOR NON-TEACHING POSITIONS** **(BPS 17 & ABOVE)**

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 (18 years educ.)							
6.	PhD							
7.	Post Doctorate							
8.	Any Other							

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

IV. Professional Qualification/Training/Certificates/Others;					
S#	Title of Training/ Course	Diploma/ Certificate	Field of Study	Institution	Grade / Division
1					
2					
3					

*\*Attach additional sheet if required*

V. Employment Record (Start from current position)								
S#	Name of Institute/Organizatio n	Designation	BPS	Nature of Job (Permanent/Te mporary/Contr act/Fixed Pay)	Job Description	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. References (Academic/Professional)	
Reference-1	Reference-2

VII- 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

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

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

**Please Send Application Form to:**

**Registrar  
Women University, Swabi  
Gulo Dehri, Topi-Road, Swabi  
Khyber Pakhtunkhwa, Pakistan  
Phone No. 0938-221193**