



# WOMEN UNIVERSITY, SWABI

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

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## JOB APPLICATION FORM FOR TEACHING POSITIONS

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/Organization	Designation	BPS	Nature of Job (Permanent/Temporary/Contract/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>						<b>Years:_____ Months:_____ Days:</b>		

*\*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) National/International Conference Papers**

S#	Title of Publication	Conference	Date	Venue
1				
2				
3				
4.				
5.				
6.				
7.				

**(c) 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. Details of Workshop/Seminars/Conferences participated/attended during last five years;					
S#	Seminar/Workshop/ Conference	Organizer(s) and Location	Period		Participation Type
			From	To	
1					
2					
3					

*\*Attach additional sheet if required*

IX. Country Visited			
Sr #	Name of Country	Duration	Purpose of Visit

X. References (Academic/Professional)	
Reference-1	Reference-2

XI- 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

**XII- 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**

**Terms & Conditions**

- 1 Applicants should apply only on prescribed form available at University website: [www.wus.edu.pk](http://www.wus.edu.pk) 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 (0323) of **for BPS-21 Rs. 3500/- for BPS-20, Rs. 3000/-** 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 Any change in contact details must be reported immediately to the Registrar Office.
- 5 The University reserves the right to cancel the whole advertisement or not to fill any advertised post without mentioning any reason.
- 6 Candidates applying for more than one position should submit separate forms with all relevant copies and separate bank draft.
- 7 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.
- 8 All applications must reach to the office of the undersigned on or before **November 15<sup>th</sup>, 2022 at 04:00 pm Incomplete** applications or applications received after the due date will not be considered.
- 9 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 & 0938-224222**