

**MEHRAN UNIVERSITY OF ENGINEERING AND TECHNOLOGY
JAMSHORO**



APPLICATION FORM FOR EMPLOYMENT

Application for the post of _____
in the _____
(Name of the Institute, Department, Administrative Section, Directorate)

Instructions:

- i) The form must be filled in BLOCK LETTERS by the applicant in his/her own hand writing.
- ii) Only the relevant columns/blanks must be filled carefully with accurate information. Non-relevant columns may be filled with N.A.
- iii) Any false or deliberately with-held information will render the application liable to rejection.
- iv) Separate sheets may be used for any additional information.
- v) Photocopies of all the relevant certificates attested by Government or Semi-Government officers of BS-17 or above must be attached with this application.
- vi) For any other information, a copy of the applicant's C.V. may be attached with this application.

Affix here a passport size photograph taken in the last one year
(Attach separate 04 photos)

I. PERSONAL INFORMATION

- 1. Full Name: _____
(surname) (first name) (middle name)
- 2. Father's Name: _____
- 3. Religion: _____
- 4. Date of Birth : _____
(day) (month) (year)
- 5. Place of Birth: _____
(town/city) (district) (province)
- 6. Domicile: _____
(district) (province)
- 6. Nationality: _____
- 7. C.N.I.C No

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- 8. Marital Status: _____
- 9. No. of Children (if married): _____

10. Information for Communication:**a) At Residence:**

i) Present Postal Address: _____

ii) Telephone: _____ Fax: _____ E-mail _____

iii) Permanent Postal Address: _____

b) At Office:

i) Postal Address: _____

ii) Telephone: _____ Fax: _____ E-mail: _____

II. EDUCATION

(Give information starting from matriculation examination)

S. No.	Examination/ Degree/ Diploma	Group/ Major	Division/ Grade	%Marks/ CGPA	Board/ University	Year of Passing
1.	Matriculation					
2.	Intermediate					
3.						
4.						
5.						

III. SPECIAL TRAINING IN THE FIELD RELATED TO THE POST

(Give information about the type of training, period of training, organization imparting training, place of training, certificate/diploma received, institution awarding the certificate/diploma)

IV. ENGLISH LANGUAGE PROFICIENCY

(Give your rating in terms of " excellent", "very good", " good", "fair", or "poor")

(a) Spoken English: _____ (b) Written English: _____

V. AWARDS AND MEDALS

(Give below the details of the scholastic awards, medals and certificates etc. received)

VI: EXPERIENCE/EMPLOYMENT RECORD

(Give the information beginning with the present employment)

A. Detailed Information

1. _____
(Organization University/Institute/Ministry/Department)

(a) Name and Address of Employer: _____

(b) Period of Employment: From _____ To _____

(c) Post/Designation: _____ Pay Scale: _____

(d) Nature of Duties: _____

2. _____
(Organization/University/Institute/Ministry/Department)

(a) Name and Address of Employer: _____

(b) Period of Employment: From _____ To _____

(c) Post/Designation: _____ Pay Scale: _____

(d) Nature of Duties: _____

(Continue to give more of this information, if necessary, on separate sheet (s) in the above format)

B. Number of Years of Experience in BS-17 and above: _____

VII. FOREIGN VISITS

S.No.	Country Visited	Period of Visit		Purpose of Visit	Source of Financing
		From	To		

VIII. MEMBERSHIP WITH PROFESSIONAL ORGANIZATIONS

Registration Numer with PEC _____ (for engineers) or PCATP _____ (for architects/planners)

IX. MEMBERSHIP WITH OTHER ORGANIZATIONS

(e.g. technical (such as ASME), educational, literary, social, charitable organizations etc.)

- a) Name and Address of Organization : _____

- b) Membership Status: _____
 (Give more of this information, if necessary, on separate sheet (s) in the above format)

X. COMPUTER LITERACY

(Give below the details of the programming languages and software packages you can proficiently handle, particularly for computer typing and internet)

XI. PUBLICATIONS

(Give the list of publications on separate sheet (s), for each of the categories of publications given below in the following sequence: (i) single author publications, (ii) multi-authored publications with the applicant being the first author and (iii) other multi-authored publications)

1. Research Papers

- a) Published in Foreign Journals of International Repute
- b) Published in National Journals of International Repute
- c) Presented at and Published in the Proceeding of:
 - i) International Conferences Held Abroad
 - ii) International Conferences Held in Pakistan
 - iii) National Conferneces
- d) Presented in National and International Conferences, Seminars, Workshops, Symposia etc., but not Published in the Proceedings

2. Non-Research Papers

(such as those published in literary magazines, newspapers etc.)

3. Research Reports

4. Books

- a) Published in the Field Related to the Post
- b) Others

XII. RESEARCH PROJECTS

(Give on a separate sheet the details of the research projects carried out, including the names of investigators, funding agency and the total cost of each project)

XIII. THESIS

a) Thesis/Theses Written by the Applicant

(Give on a separate sheet the details of the thesis/theses written by the applicant including the degree and the year of completion)

b) Thesis/Theses Guided by the Applicant

(Give on a separate sheet (s) the details of the thesis/theses guided by the applicant including the name of the student, title of the thesis, degree and year of completion)

XIV. REFERENCES

(Give below particulars of two persons other than relatives, particularly Government or Semi-Government officers of BS-17 and above, who would be willing to give information about your suitability for the job)

- 1. a) Name : _____ b) Designation: _____
c) Address: _____

d) Telephone: _____ e) Fax: _____
- 2. a) Name : _____ b) Designation: _____
c) Address: _____

d) Telephone: _____ e) Fax: _____

XV. APPLICANT'S CERTIFICATE

I certify that all the information given above and in the enclosures attached herewith, are correct to the best of my knowledge and belief, and that I have never been convicted due to any criminal, political or any other activity.

Date _____ Applicant's Signature: _____

XVI. EMPLOYER'S CERTIFICATE

(Only for those applicants who are employed in any Government or Semi-Government organization)

The Application of Mr. / Ms. _____
s/o/d/o _____, who is employed in
_____ against the temporary/permanent
(name of the Ministry, Department, University, Institute, Organization)
post of _____, is forwarded herewith. He/she will be relieved of his/her
(name of post)
duties if he/she is selected for employment in Mehran University of Engineering and Technology,
Jamshoro. His confidential report/character role will be sent to the University whenever required.

Date: _____

Signature: _____

Name: _____

Designation: _____

(Seal of the Organizatin)

Organization: _____

MEHRAN UNIVERSITY OF ENGINEERING AND TECHNOLOGY, JAMSHORO.



1. Bio-data of Mr. / Dr. _____
2. To be considered for appointment as _____
in the Department of _____
3. Name _____
4. Father's Name _____
5. Permanent Address _____
6. Date & Place of Birth _____
7. Nationality _____
8. Studies: _____

EXAMINATION	UNIVERSITY	YEAR	DIVISION	SUBJECT	REMARKS
B.A. / B.Sc. / B.E.					
M.A. / M.Sc. / M.E.					
Ph.D.					

9. Previous service experience with dates, nature of duties and salaries: _____

10. Research experience: _____

11. Publications: _____

12. Reference:
 - (a) _____
 - (b) _____
 - (c) _____
13. Testimonials form Teachers and previous employees:
 - (a) _____
 - (b) _____
 - (c) _____

Signature

(8)

**POSTAL ADDRESS
TO BE FILLED BY THE CANDIDATE**

Name _____ Father Name: _____

Postal Address: _____

Contact No. _____

Name _____ Father Name: _____

Postal Address: _____

Contact No. _____

Name _____ Father Name: _____

Postal Address: _____

Contact No. _____

**RECEIPT
TO BE FILLED BY THE CANDIDATE**



MEHRAN UNIVERSITY OF ENGINEERING & TECHNOLOGY, JAMSHORO



RECEIPT

Appl. No. _____

Dated: _____

Name of the Post _____

In Department _____

Name of Candidate _____

Father's Name _____

Signature of the Receiving