



# GC WOMEN UNIVERSITY SIALKOT

Sialkot, Pakistan (www.gcwus.edu.pk)

## APPLICATION FOR NON-TEACHING POSTS REGULAR/CONTRACT

(Application form to be submitted by a candidate duly filled in failing, which his/her application shall be rejected)

<b>Position applied for</b> _____ <b>Mode:</b> Regular _____ Contract _____ <b>Consolidated Advertisement No.</b> _____ <b>Postal Order No./ Bank Draft No.:</b> _____ <b>Amount(Rs.):</b> _____	Photograph (Passport size) 2x2 inch
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<b>1. Name (in block letters):</b> _____	
<b>2. Father Name:</b> _____	
<b>3. Address:</b>	
i) For Correspondence: _____	
ii) Permanent Address: _____	
iii) E-mail: _____ iv) Telephone (Res): _____ (Off): _____ (Mobile) _____	
<b>4. Date of birth:</b> ____/____/____/ (DD/MM/YY) <b>i) Age:</b> ____/____/____/ <b>ii) Domicile</b> _____ (On closing date of Advertisement)	
<b>5. Nationality:</b> _____	<b>6. National ID/Passport Number:</b> _____
<b>7. Gender:</b> _____	<b>8. Religion:</b> _____
<b>9. Disability (if any):</b> _____	
<b>10. Declaration:</b>	
All the entries/information or documentation provided by me for appointment under Regular/Contract is verified and correct. If any document is found fake or having incorrect information, the appointment made will be treated as cancelled.	
Date: ____/____/20      Name of Applicant: _____ Signature: _____	

### FOR OFFICE USE ONLY (To be filled by the respective University Officials)

<b>Position applied for:</b> _____ <b>Subject/Area of Specialization:</b> _____ <b>Qualification:</b> _____ <b>Declaration:</b> This is to certify that all the entries and information provided by the applicant are duly checked by the undersigned against their original documentary evidence and found correct/true. <b>Checked By:</b> _____ <b>Designation:</b> _____ <b>Signature with Official Stamp:</b> _____
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a) **Details of Academic Record** (Start with the highest degree)

Sr. No	Degree/ Certificate	CGPA/ Division	Passing Year	Institution/Board	Subjects	Distinction/Position (if any)
1.	Matric					
2.	Intermediate					
3.	B.A/ B.Sc.					
4.	M.A/ M.Sc.					
5.	BS (Hons)					
6.	MS/ M.Phil.					
7.	PhD					
8.	Others (Plz specify)					

b) **PhD. Details:**

Name of the University: \_\_\_\_\_

Thesis Title: \_\_\_\_\_

Main Field: \_\_\_\_\_ Sub Field: \_\_\_\_\_

Date of Completion: \_\_\_\_\_ Date of Issuance of Degree: \_\_\_\_\_

c) **Details of Service Record** (Start with recent position. Only mention those having duration of at least three months & attach certificate):

Sr. No.	Institution / Department	Position Held	Govt./ Semi Govt./ Private	Permanent/ Temporary / Contract	BS or Monthly Salary	Reason for leaving	Duration	
							From	To
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								

Total Experience (Years) \_\_\_\_\_ (Months) \_\_\_\_\_ & (Days[AZ1]) \_\_\_\_\_

d) **Detail of Professional Training Workshop/Course/Diploma/Certification[AZ2]:**

Sr No.	Course/ Workshop/Diploma/ Certificate	Field of Study	Duration	Institution
1.				
2.				
3.				
4.				
5.				

6.			
7.			

e) If you are an ex-serviceman, please give the dates of your service in Armed Forces (as shown in the Discharge Certificate) from \_\_\_\_\_ to \_\_\_\_\_. Also mention rank at the time of release / discharge:

f) If you have ever been dismissed / terminated / removed/retired[AZ3] from any Provincial / Federal Govt. / Autonomous / Semi-autonomous/ Armed Forces/ Agency of the Federal or Provincial Government for reasons other than want of vacancy, mention post \_\_\_\_\_ Department \_\_\_\_\_ Year \_\_\_\_\_.

And encircle the option as applicable to you: Dismissed Terminated Removed Retired

g) **Any Other Information:**

The applicant may furnish additional information not covered in this form on a separate sheet.

h) **Names of two Referees (officers serving in Government department (s)/ Academic Institution) along with their designation and contact details are required from the applicants, applying against BS 19 & 20**

i) Tick against the certificates and other documents which you have Attached with this application:-

	Certificate &D.M.C. of Matric/O-Level
	Certificate &D.M.C. of Intermediate (F.A./I.Com./F.Sc./A Level/other _____)
	Degree &D.M.C. of Graduation (B.A./B.Com./B.Sc./B.Sc.(Hons.)/other _____) (if degree of BS / B.Sc. (4/5 Years Program) not attached then Notification of Result should be provided along with D.M.C.)
	Degree & D.M.C. of Masters (BS (Hons.)/M.A./M.Com./M.Sc./M.Sc.(Hons.)/other _____) (if degree not attached then Notification of Result should be provided along with D.M.C.)
	Notification / Degree along with D.M.C. of M.Phil. or MS
	Notification / Degree along with D.M.C. of Ph. D.
	Experience Certificates
	Departmental Permission Certificate from appointing authority (in case of government service).
	In case the candidate has been terminated from any Government service due to non-availability of a vacancy, Certificate of such service.
	In case of Ex-Serviceman, Discharge Certificate
	Copy of Domicile
	Copy of National Identity Card
	Three Recent Photographs (passport size)
	Bank Draft / Payment receipt

**NOTE:- (All documents should be duly attested by a gazette officer)**

**DECLARATION:**

I do hereby solemnly declare that all the entries made, information and documentation provided by me in this application form are correct to the best of my knowledge and belief. I fully understand that the facts given above will serve the basis for determination of my eligibility by the University and my candidature so determined by the University will stand Provisional until it is verified with the original certificates at the time of test / interview.

Date: \_\_\_\_\_/\_\_\_\_\_/20      Name of Applicant: \_\_\_\_\_ Signature: \_\_\_\_\_

*Paste the Pay Order/Demand Draft here*



**GC WOMEN UNIVERSITY SIALKOT**  
**(Receiving Slip)**

*(Office use )*  
**Form No.**

**Date:**

**Name:**

**Father's Name:**

**Post Applied For:**

**Received By:**

**Address for Correspondence**  
**To be filled by the Candidate ( Compulsory)**

Name \_\_\_\_\_ S/D/O \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

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Name \_\_\_\_\_ S/D/O \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

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Name \_\_\_\_\_ S/D/O \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

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Name \_\_\_\_\_ S/D/O \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

Email Address: \_\_\_\_\_

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