



SHUHADA-E-ARMY PUBLIC SCHOOL UNIVERSITY OF TECHNOLOGY  
NOWSHERA

JOB APPLICATION FORM for ADMINISTRATIVE POSITIONS (BPS-17 AND ABOVE)

1. NAME AND BPS OF POSITION APPLIED FOR: \_\_\_\_\_

2. ADVERTISEMENT NO. \_\_\_\_\_

3. **Basic Information**

I. Name		Paste Your Recent Picture Here
II. Father Name		
III. CNIC Number		
IV. Date of Birth		
V. Age Relaxation Claimed	(Yes / No) – Attach Relevant Documents, if “Yes”.	
VI. Domicile		
VII. Religion		
VIII. Nationalities		
IX. Mailing/Postal address		
X. Mobile number(s)		
XI. Email address		

4. **Educational Details (All Supporting Documents must be attached with the Application Form)**

Degree Title	Field/Subject	Year of Completion	Percentage /CGPA	Name of University/Institution	Distinction

**5. Relevant Work Experience (Supporting Documents must be attached with the Application Form)**

Designation with BPS	Name of Organization	From (DD-MM- YYYY)	To (DD-MM- YYYY)	Total Experience (Years-Months- Days)

**6. Bank Deposit Slip**

Receipt Number	Amount	Date

**7. Check List**

Attested Document	Attached (Yes/No)
Bank receipt for application processing fee	
Detailed CV	
Copy of CNIC	
SSC or equivalent Degree and Transcript	
HSSC or equivalent Degree and Transcript	
Bachelors or equivalent Degree and Transcript	
Masters or equivalent Degree and Transcript	
MS/Mphil or equivalent Degree and Transcript	
PhD or equivalent Degree and Transcript	
Domicile	
All experience certificates	
Merit/Distinction Certificate(s)	
HEC Degree Equivalency Certificate (for Foreign Degree Holders)	
Any Other Document(s)	

**8. Declaration**

I, Mr./Miss. \_\_\_\_\_ S/D/O \_\_\_\_\_ hereby declare that I have signed every page of this application form, and that I have not been dismissed/terminated from any service, and that all the information provided by me in this application form is correct and authentic. I have attached all the documentary proofs of the claims mentioned in this form. I understand that any information provided by me, if found incorrect/tampered, at any stage, will result in the rejection of my application.

Signature of the Applicant: \_\_\_\_\_, Date: \_\_\_\_/\_\_\_\_/\_\_\_\_