



QUAID-I-AZAM UNIVERSITY

Application Dossier for Appointment in the BPS System

TO BE FILLED BY THE APPLICANT IN BLOCK CAPITALS

Post Applied for: _____

Subject: _____

Current Position: _____

Held since: _____

Paste your most recent photograph here.

A: PERSONAL

Name: _____ Father's Name: _____

Date of Birth: _____ Domicile: _____

Postal Address: _____

Permanent Address: _____

Email: _____ Telephone (Res). _____ Cell: _____

B: ACADEMIC QUALIFICATION

Certificate/Degree	Board/University	Subjects	Division	Year
PhD				
MPhil				
MSc/MBA/MIT				
BA/BSc				
FA/FSc				
Matric				
Others				

C: TEACHING**a: Courses Taught**

Course Title	Credit Hours	PhD/MPhil/MSc

b: New Courses Developed

Course Title	Credit Hours	PhD/MPhil/MSc

D: SERVICE RECORD (START WITH YOUR MOST RECENT POSITION)**1: Post-PhD Teaching/Research Experience: Years Months**

Institution	Position Held	Period	
		From	To

2: Pre-PhD Teaching/Research Experience: Years Months

Institution	Position Held	Period	
		From	To

3: Postdoctoral fellowships: (Duration of at least six months)

Institution	Position Held	Period	
		From	To

E: RESEARCH SUPERVISION**a: PhDs Produced**

S. No.	Student's Name	Thesis Title	Year
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

i. PhD thesis currently under review of foreign referees:

ii. PhDs produced to date:

iii. PhDs under supervision:

* A student recommended for the award of degree by the Advanced Studies & Research Board

b: MPhil Produced

S. No.	Student's Name	Thesis Title	Year
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

i. MPhil produced to date:

ii. MPhil students currently under supervision:

F: HIGHLIGHTS OF PROFESSIONAL ACHIEVEMENTS

a: List of Publications

1a. Papers published in HEC recognized journals

S. No.	Name of Author	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.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						

Attach separate sheets on the same format, if required.

1b. Papers accepted in HEC recognized journals

S. No.	Name of Author	Complete Name of Journal and Address with ISSN (Print) No.	Title of Publication	Category W/X/Y/Z
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Attach acceptance letter from editor of the journal.

Attach separate sheets of the same format, if required.

b: Books authored (HEC Recognized)

S. No.	Title of the Book	Year, Publisher
1.		
2.		
3.		

c: Chapters in edited books (HEC Recognized)

S. No.	Title of the Book	Year, Publisher
1.		
2.		
3.		

d: Research Projects (in progress)

Project Title	Principal/Co-Principal Investigator	Amount	Sponsoring Agency	Duration

e: Research Projects (completed)

Project Title	Principal/Co-Principal Investigator	Amount	Sponsoring Agency	Duration

f: Industrial Projects Undertaken

Project Title	Principal/Co-Principal Investigator	Amount	Sponsoring Agency	Duration

g: Patents

Patent Name	Patent No/ Certificate No	Year of Patent Obtained	Patent Agency	Amount

h: Conferences Organized

Conference Title	Organizer	Location	Date	Sponsoring Agency

i: Conferences Participated

Conference Title	Organizer	Location	Date	Sponsoring Agency

j: Awards

S. No.	Title of the Award	Organization
1.		
2.		
3.		
4.		

k: Others (not covered above) (1000 words/two pages maximum)

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F: ADMINISTRATIVE SERVICES RENDERED

Position	Responsibilities	Period	
		From	To

Declaration: By signing below, I acknowledge that the above information is true to the best of my knowledge. Any misinformation would render me ineligible for the induction.



Dated: _____

Signature of the Applicant
Telephone No.

**DEPARTMENTAL PERMISSION CERTIFICATE FOR
PERSON IN GOVERNMENT SERVICE**

Paste your most recent
photograph here.

- (1) (a) Full Name of the advertised post:
(b) Name of Department/Division/Ministry:
- (2) (i) Name of candidate: Father's Name:
(ii) CNIC Number:
(iii) Designation: BPS: _____
(iv) Present department with complete address:
- (3) I have applied for the above post on the prescribed form separately. Departmental permission for submission of my application, may kindly be forwarded to the Registrar, Quaid-i-Azam University, Islamabad, closing date for receipt of application by the University is

Dated:

Signature of the Applicant

- (4) Forwarded: Mr./Miss/Mrs: is employed in this department / institution / organization / university since. He/she holds a temporary/permanent/adhoc/contract post under the Federal/Provincial/Semi Government/Government/Autonomous/Corporation (strike out not applicable). His/her total continuous government service (Federal/Provincial is Years months' days.

- (5) The candidate has availed extraordinary leave for Years Months days and/or has availed study leave for Years Months days.
- (6) There is nothing adverse in his/her performance evaluation report (PER)/annual confidential reports/ records, antecedents/character, which may render him/her ineligible/unsuitable for the post applied for.
- (7) There is no disciplinary case pending against him / her in the Department / Organization, where he /she is serving.

(to be signed by head of the Department/Division/Ministry (Official stamp must be affixed))



Signature of the Official

Name of the Official:

Designation:

Department:

Address: