

**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): \_\_\_\_\_

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**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)

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**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)

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**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)

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**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 Number with PEC \_\_\_\_\_ or PCATP \_\_\_\_\_  
(for engineers) (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)

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**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 Conferences
- 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: \_\_\_\_\_

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**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 Organization)

Organization: \_\_\_\_\_

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**MEHRAN UNIVERSITY OF ENGINEERING AND TECHNOLOGY, JAMSHORO.**



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

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Name \_\_\_\_\_ Father Name: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Contact No. \_\_\_\_\_

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Name \_\_\_\_\_ Father Name: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Contact No. \_\_\_\_\_

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**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