



# QUAID-I-AZAM UNIVERSITY

*Application Dossier for Appointment under the TTS System*

**TO BE FILLED BY THE APPLICANT IN BLOCK CAPITALS**

Post Applied for: \_\_\_\_\_

Department/Centre/Institute: \_\_\_\_\_

*Affix four (04) most recent passport size photographs*

**A: PERSONAL**

Name: \_\_\_\_\_ Father's Name: \_\_\_\_\_

Religion: \_\_\_\_\_ DOB: \_\_\_\_\_ Age: \_\_\_\_\_

Domicile: \_\_\_\_\_ Marital Status: \_\_\_\_\_ CNIC #: \_\_\_\_\_

Correspondence / Postal Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone (Res). \_\_\_\_\_ Cell: \_\_\_\_\_

**B: ACADEMIC QUALIFICATION**

| Degree | University | Subjects | Division | Year |
|--------|------------|----------|----------|------|
| PhD    |            |          |          |      |
| MPhil  |            |          |          |      |
| MSc    |            |          |          |      |
| BSc    |            |          |          |      |
| FSc    |            |          |          |      |
| Matric |            |          |          |      |
| Others |            |          |          |      |

**C: PhD Details**

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

Sub-field: \_\_\_\_\_

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

Date of Completion (DD/MM/YY): \_\_\_\_\_

**D: TEACHING****a: Courses Taught**

| Course Title | Credit Hours | PhD/MPhil/MSc |
|--------------|--------------|---------------|
|              |              |               |
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|              |              |               |
|              |              |               |

**b: New Courses Developed**

| Course Title | Credit Hours | PhD/MPhil/MSc |
|--------------|--------------|---------------|
|              |              |               |
|              |              |               |
|              |              |               |
|              |              |               |
|              |              |               |
|              |              |               |

**E: SERVICE RECORD (Start with your most recent position)**

**1: Post-PhD Teaching/Research Experience:** \_\_\_\_\_ **Years** \_\_\_\_\_ **Months** \_\_\_\_\_ **Days**

| Institution | Position Held | Period |    |
|-------------|---------------|--------|----|
|             |               | From   | To |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |

**2: Pre-PhD Teaching/Research Experience:** \_\_\_\_\_ **Years** \_\_\_\_\_ **Months** \_\_\_\_\_ **Days**

| Institution | Position Held | Period |    |
|-------------|---------------|--------|----|
|             |               | From   | To |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |

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

| Institution | Position Held | Period |    |
|-------------|---------------|--------|----|
|             |               | From   | To |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |
|             |               |        |    |

**F: RESEARCH SUPERVISION****a: PhDs Produced\*:** (Extra pages may be added if required) **Total 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 &amp; Research Board

**b: MPhil Produced:** (Extra pages may be added if required) **Total MPhils 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: \_\_\_\_\_

## G: HIGHLIGHTS OF PROFESSIONAL ACHIEVEMENTS

### a: List of Publications

#### 1a. Papers published in HEC recognized journals

| S # | Name of Author | Complete Name of Journal and Address with ISSN (Print) No. | Title of Publication | Vol. No. & Page No. | HEC Category W/X/Y/Z | Year Published | Impact Factor + Citation (excluding self-citation) |
|-----|----------------|------------------------------------------------------------|----------------------|---------------------|----------------------|----------------|----------------------------------------------------|
| 1.  |                |                                                            |                      |                     |                      |                |                                                    |
| 2.  |                |                                                            |                      |                     |                      |                |                                                    |
| 3.  |                |                                                            |                      |                     |                      |                |                                                    |
| 4.  |                |                                                            |                      |                     |                      |                |                                                    |
| 5.  |                |                                                            |                      |                     |                      |                |                                                    |
| 6.  |                |                                                            |                      |                     |                      |                |                                                    |
| 7.  |                |                                                            |                      |                     |                      |                |                                                    |
| 8.  |                |                                                            |                      |                     |                      |                |                                                    |
| 9.  |                |                                                            |                      |                     |                      |                |                                                    |
| 10. |                |                                                            |                      |                     |                      |                |                                                    |
| 11. |                |                                                            |                      |                     |                      |                |                                                    |
| 12. |                |                                                            |                      |                     |                      |                |                                                    |
| 13. |                |                                                            |                      |                     |                      |                |                                                    |
| 14. |                |                                                            |                      |                     |                      |                |                                                    |
| 15. |                |                                                            |                      |                     |                      |                |                                                    |

**Attach separate sheets of the same format, if required. A SOFT COPY of the same must be forwarded to [recruitmentqau@gmail.com](mailto:recruitmentqau@gmail.com) for endorsement purposes.**

**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.    |                |                                                            |                      |                  |
| 11.    |                |                                                            |                      |                  |
| 12.    |                |                                                            |                      |                  |
| 13.    |                |                                                            |                      |                  |
| 14.    |                |                                                            |                      |                  |
| 15.    |                |                                                            |                      |                  |

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.     |                   |                 |
| 4.     |                   |                 |
| 5.     |                   |                 |
| 6.     |                   |                 |

**c: Chapters in edited books (HEC Recognized)**

| S. No. | Title of the Book | Year, Publisher |
|--------|-------------------|-----------------|
| 1.     |                   |                 |
| 2.     |                   |                 |
| 3.     |                   |                 |
| 4.     |                   |                 |
| 5.     |                   |                 |

**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**

| <b>Patent Name</b> | <b>Patent No/<br/>Certificate No</b> | <b>Year of<br/>Patent<br/>Obtained</b> | <b>Patent Agency</b> | <b>Amount</b> |
|--------------------|--------------------------------------|----------------------------------------|----------------------|---------------|
|                    |                                      |                                        |                      |               |
|                    |                                      |                                        |                      |               |
|                    |                                      |                                        |                      |               |
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|                    |                                      |                                        |                      |               |

**h: Conferences Organized**

| <b>Conference Title</b> | <b>Organizer</b> | <b>Location</b> | <b>Date</b> | <b>Sponsoring<br/>Agency</b> |
|-------------------------|------------------|-----------------|-------------|------------------------------|
|                         |                  |                 |             |                              |
|                         |                  |                 |             |                              |

**i: Conferences Participated**

| <b>Conference Title</b> | <b>Organizer</b> | <b>Location</b> | <b>Date</b> | <b>Sponsoring<br/>Agency</b> |
|-------------------------|------------------|-----------------|-------------|------------------------------|
|                         |                  |                 |             |                              |
|                         |                  |                 |             |                              |
|                         |                  |                 |             |                              |
|                         |                  |                 |             |                              |
|                         |                  |                 |             |                              |

**j: Awards**

| <b>S. No.</b> | <b>Title of the Award</b> | <b>Organization</b> |
|---------------|---------------------------|---------------------|
| 1.            |                           |                     |
| 2.            |                           |                     |
| 3.            |                           |                     |
| 4.            |                           |                     |
| 5.            |                           |                     |
| 6.            |                           |                     |



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**k: Others (not covered above) (1000 words maximum)**

Empty box for text entry.

**F: ADMINISTRATIVE SERVICES RENDERED**

| Position | Responsibilities | Period |    |
|----------|------------------|--------|----|
|          |                  | From   | To |
|          |                  |        |    |
|          |                  |        |    |
|          |                  |        |    |
|          |                  |        |    |
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**Two academic references (optional):**

1.

2.

**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.



Date and Place: \_\_\_\_\_

Signature of the Applicant


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

Affix 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/TTS): \_\_\_\_\_  
(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/Ms/Dr. \_\_\_\_\_ 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: \_\_\_\_\_