**UNIVERSITY OF GUJRAT**

**Form No. - - - - - - - - - - -**

*(Office use)*

**Hafiz Hayat Campus**

**Application Form for the Post of Mali/Bailder (BPS-02)**

1. *Application Form uploaded on UOG’ Website shall only be accepted in hard form through courier or by hand.*

One passport size photograph must be affixed **here**

1. *The applicants must submit a set of job application form that must contains, attested copies of the Both Sides of the Result Cards, Experience Certificates (if any), Domicile, CNIC and recent Passport size photograph complete in all respect.*
2. *The above-mentioned posts are purely on a Contingent Paid / Work Charge Staff Basis and the hired/selected candidates/staff shall neither confer any right of regular appointment nor shall such appointment be regularized under any circumstances. Further, they will not have any right to suit a case in any Court of Law for their hiring/ continuation/ firing/regularization or any other reason related to their further engagement or termination under any circumstances.*
3. *Shortlisting of the applicants shall be made by the procedure laid down by the University. The University shall inform only the candidates called for interview and recommended candidates by the Appointment Committee through offer/appointment letters upon approval of the Appointing Authority.*
4. *It is mandatory for Candidates to deposit the fee in any Branch of BOP* ***(Non-refundable)*** *of Rs. 500/- (for BPS (02 to 16)). The application forms without processing fee shall not be considered/entertained.*
5. *The fee must be deposited on the prescribed challan form generated on-line via link on UOG website and original fee Receipt* ***(Department Copy)*** *must be provided along with hard copy of application form.* ***No Bank Draft or Pay Order or Cheque or Postal Order will be accepted as fee by the University.***
6. *Please clearly write the name of the post applied for on the top right side of the envelope.*
7. *The University is not responsible for delays in receiving job application forms from the applicants, call letters for interviews and offer/appointment letters etc. due to courier’s lapses.*
8. *The University reserves the right not to fill any post / withhold the appointment against any advertised post without assigning any reason.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Post Applied for:** |  | | | |
| **Current Position:** *(if already serving)* **Scale / Grade / etc.:** |  | **Nature of Job:** *(if already serving)* (Regular / Contract) | |  |
| **Advertisement IPL No & Closing Date:** | Advertisement # **01/2025,** IPL # 1147 | | Closing Date: **24-04-2025** | |
| **Deposit Slip/Receipt Details:** | **No:** | **Date:** | | **Amount:** |

**PERSONAL BIODATA:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name in full:**  **(Block Letters only):**  **(As per Matriculation Certificate)** |  | | | | | | | | | | | | | | | | |
| **Father’s Name:**  **(Block Letters only):**  **(As per Matriculation Certificate)** |  | | | | | | | | | | | | | | | | |
| **Date of Birth:**  **(As per Matriculation Certificate)** |  | | | | | **Age (on Closing date):** | | | | | **Y M D** | | | | | | |
| **National Identity Card No.** |  |  |  | |  |  | **-** |  |  |  |  | |  |  |  | **-** |  |
| **Nationality:** |  | | | | | **Religion:** | | | | |  | | | | | | |
| **Place of Birth:** |  | | | | | **Domicile: \_\_\_\_\_\_\_\_\_\_**  **(e.g. Punjab (Gujrat))** | | | | | **Nationality Other than Pakistan:** (If Any)  Yes No  **(If Yes, Please must attach evidence)** | | | | | | |
| **Marital Status:** |  | | | | |
| **Postal Address:** |  | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **Contact: (PTCL/Cell):** | **In Use:** | | |  | | | | | **Residence No.** | | |  | | | | | |
| **Alternative:** | | |  | | | | | **Office No.** | | |  | | | | | |
| **Email Address:** | **Primary:** | | | | | | | | | | | | | | | | |
| **Alternative:** | | | | | | | | | | | | | | | | |

**ACADEMIC QUALIFICATIONS:** (Please start with the highest degree)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Degree/ Certificate** | **Year** | | **Field / Subject** | **University/ Institute/ Board** | **Marks Detail** | | **Grade/**  **Division/ CGPA** |
| **Start** | **End** | **Obtained** | **Total** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

**SERVICE RECORD:**

(Please start with a recent position. Only mention those having duration of at least three (3) months)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Name of Organization** | **Designation** | **Scale** *(BPS)* | **\*Status of Job** | **Duration Time** | | |
| **Dates** | | **Period** |
| **From** | **To** | **YY-MM-DD** |
|  |  |  |  |  |  | \_\_\_-\_\_\_-\_\_\_ |
|  |  |  |  |  |  | \_\_\_-\_\_\_-\_\_\_ |
| **Total Experience** | | | | **\_\_\_\_\_\_YY, \_\_\_\_\_\_ MM, \_\_\_\_\_\_DD** | | |

**ANY OTHER INFORMATION:**

(The applicant may furnish additional information, by using extra sheet in prescribed format. (Where required).

|  |
| --- |
| **Please Submit Your Application Form with the Following Documents:** |
| * Original NOC, who applied through proper channel (For Applicants working in Government, Semi-Government, and Autonomous Bodies including their Campuses). * Attested Passport Size Photographs. * Attested Photocopy of Valid CNIC. * Attested Photocopy of Domicile. * Nationality Evidence **(other than Pakistan)** (if any) * Attested Photocopies of All Academic Credentials. * Original Fee Receipt **(Department Copy)** (Should be attached with Original Application Form and photocopies with remaining set/s of Application/s)   I, solemnly declare that the entries made in this form are correct. In case of any misstatement, I may be held responsible.  **(Incomplete applications are liable to be rejected.)** |

|  |  |
| --- | --- |
| **Dated: / /** | **Name & Signature:**  **Thumb Impression of the Applicant:** |

*(Without Signature & Thumb Impression of the applicant, the application shall not be processed)*

|  |  |
| --- | --- |
| UOG FINAL BLUE NEW TAG  **UNIVERSITY OF GUJRAT**  **Staple the Original Fee Receipt (Department Copy) Here**  *No Bank Draft or Pay Order or Cheque or Postal Order will be accepted as fee by the University*   * **Rs. 500/- (for BPS (02 to 16)**   **Form No. - - - - - - - - - - - - - - -**  (Office use)  HR-Section, Registrar Office, Hafiz Hayat Campus, Gujrat    **(Receiving Slip in case submitted by Hand)** *(To be Filled by the Applicant)* | |
| **Date:** |  |
| **Name:** |  |
| **Father’s Name:** |  |
| **Post Applied For:** |  |
| **Received By:** (Office Use) |  |