



Sargodha Waste Management Company
Sargodha Division.



Application Form

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(Compulsory)

APPLICATION FOR THE POSITION OF _____

Instructions:

- Use a separate application form for each post you are applying for.
- Personal information must be filled with CAPITAL LETTERS.
- Only correctly filled and complete forms will be considered.
- No information must be left blank (in case of any information is not applicable, NA / NIL should be filled).
- Application without copy of any academic/experience certificate would be rejected.

I. Personal Information:

Name: _____

2. Father's Name: _____

3. CNIC No.:

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4. Nationality: _____

5. Gender ☐ Male ☐ Female

6. Domicile Distt: _____

7. Domicile Province: _____

8. Date of Birth (dd/mm/yyyy): _____

10. Marital Status: ☐ Married ☐ Unmarried

9. Age: _____

11. Permanent Address: _____

Tehsil: _____ Distt: _____ Province: _____

12. Postal Address: _____

Tehsil: _____ Distt: _____ Province: _____

13. Personal Contacts:

a) Contact No.: _____ b) e-mail Address: _____

Signature

II. Academic Background:**1. Qualification:**

A) Attach equivalence certificate in case of O/A Level, ACCA/ACMA from relevant forum.

B) For 3/4/5 Year Bachelor and Master / MS degree holders are required to submit equivalence certificate from HEC.

Qualification	Major Subjects	Board / University	Passing Year	Obtained Marks / CGPA/ Grades (in case of O/A Level)	Total Marks / CGPA	Division	Distinction / Position
Matric / O Level (10 Years)							
Intermediate / A Level (12 Years)							
Bachelor (14 years)							
Bachelor (Hons.) / Master (16 Years)							
Master / MS / MPhil (18 Years)							
PhD							

III. Provide Details of Professional Training, Certifications, etc.

Course/ Diploma/ Certification	Field of Study	Institution/ Country	Duration	Year

IV. Awards / Achievements:

Signature

V. Employment History (Starting from current position.)

Total Work Experience: _____ Years _____ Months.

Name of Organization with postal address, e-mail and telephone number	Designation	Period	
		From (dd/mm/yyyy)	To (dd/mm/yyyy)

Signature

VI. Discipline:

Have you ever been penalized during your service?

☐ Yes ☐ No

Have you ever been convicted by the Court of Law?

☐ Yes ☐ No

Give details. _____

VII. Kinship:

Do you have family member(s) working in SGWMC?

☐ Yes ☐ No

Give details. _____

VIII. Checklist:

It is certified that I have attached **COPIES** of the following documents: -

1. All Educational Transcripts/Result Cards (Matric onwards)

☐ Yes ☐ No

2. All Degrees / Diplomas

☐ Yes ☐ No

3. All Experience Certificates

☐ Yes ☐ No

4. CNIC & Domicile

☐ Yes ☐ No

5. Updated Copy of CV

☐ Yes ☐ No

6. NOC (For the Govt. Employees)

☐ Yes ☐ No

7. Equivalence Certificate of O/A Level, MPhil, ACCA/ACMA
from relevant forum

☐ Yes ☐ Not Applicable

IX. Undertaking

By signing and submitting this Application Form, I do hereby declare that the information provided above is accurate to the best of my knowledge and I fully understand that any false statement or material omission/suppression of any fact shall render my application liable to be rejected and may result in disciplinary action and/ or dismissal from service at any stage.

SIGNATURE: _____

DATED: _____