



# THE IMPERIAL COLLEGE OF BUSINESS STUDIES, LAHORE

(Chartered under Imperial College of Business Studies, Ordinance 2002, Punjab Ordinance No. XIX, 2002)

Shahkam Chowk, Canal Bank Road, Lahore 53720, Pakistan. [www.imperial.edu.pk](http://www.imperial.edu.pk)

Tel.: (+92 311 177 7222, +92 311 188 8222)

Sr. No.: \_\_\_\_\_

## JOB APPLICATION FORM FOR NON-TEACHING

Post: \_\_\_\_\_

Affix recent  
Photograph

### INSTRUCTIONS:

- The application form, duly completed, should be returned to the Registrar office not later than the prescribed date. Persons already in employment should submit their applications through proper channel, otherwise applications will not be entertained.
- Please fill all columns clearly and completely and sign the undertaking at the end.
- Attested copies of certificates/degree should be submitted with the application.
- Canvassing in any form will disqualify the applicant.

### 1. Personal Information

I. Name: (Block Letters) \_\_\_\_\_

II. Father's Name: \_\_\_\_\_

III. Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_

IV. Religion: \_\_\_\_\_ V. Nationality: \_\_\_\_\_

VI. Domicile: \_\_\_\_\_ VII: Marital Status: \_\_\_\_\_

VIII. National Identity Card Number: \_\_\_\_\_

IX. Address:

(a) Address for correspondence: \_\_\_\_\_

(b) Permanent home Address: \_\_\_\_\_

(c) Telephone No. Email:

Residence: \_\_\_\_\_ Office: \_\_\_\_\_

Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

X. Present Occupation: \_\_\_\_\_

**2. Academic Qualification:**

Sr. No.	Examinations	Years of Passing	Institute Attended	Division / Grade	Mark / CGPA		Subjects
					Max	Obtained	
1.							
2.							
3.							
4.							
5.							
6.							

**3. Employment Record:** Starting with your present post, put in reverse order, every employment and any significant experience which you believe will be helpful in evaluating your service record.

Post Held	Grade	Place of Posting	Dates		Salary per month	Description of work / duties
			From	To		

**4. Other Formal Training or Education:**

Name & Place	Type of Training	Years Attended		Leaving Certificate or Diploma obtained
		From	To	
(1)				
(2)				
(3)				
(4)				

**5. Additional Information:**

Please indicate why you are applying for this post (50 words)

**6. Reference (Name / Designation):**

Name	Designation / Organization	Contact Number	Email Address

**7. List of Certificates Attached:**

- 1.
- 2.
- 3.

**8. Undertaking by the applicant:** I solemnly affirm that facts & figures given above are true to the best of my knowledge. Any false information, given by me, shall automatically disqualify me from the candidature of the post applied for and for future selection requirements.

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

**NO OBJECTION CERTIFICATE**

**9. From the Head of the Institution / Organization where previously working.**

I have no objection if Mr./Ms. \_\_\_\_\_ applied for the post of \_\_\_\_\_ in The Imperial College of Business Studies, Lahore.

Name of Employer: \_\_\_\_\_

Designation: \_\_\_\_\_

Signature: \_\_\_\_\_