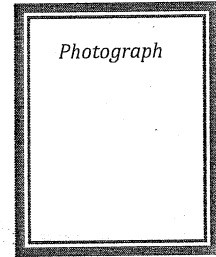


PAKISTAN GEMS AND JEWELLERY DEVELOPMENT COMPANY



Application Form

Note: Applicants may please copy the application form in the word processor for editing purpose.

Position Applied for: _____

PERSONAL DATA

Personal Data: (all fields required)

Name:		Father's Name:	
DOB:	Age:	Gender: Female/Male	CNIC:
Postal Address			

City:	Postal Code:	Email:
Marital Status: Single/ Married	Domicile:	Tel (Off):
Tel (Res):	(Cell):	(Fax):

QUALIFICATIONS/SHORT COURSES

Qualifications (PhD, Masters, Bachelors, Intermediate):

No	Name of University/Institute	Major Field/ Area of Study	Cert./Diploma/ Degree	Year	%Age/GPA
1					
2					
3					
4					
5					
6					

Short Courses:

No	Course Title	Institution	Year	Duration
1				
2				
3				
4				
5				
6				

Computer Skills: (Tick the relevant box)

MS Word: <input type="checkbox"/>	MS Excel: <input type="checkbox"/>	MS Power Point: <input type="checkbox"/>
Any Other:		

PROFESSIONAL EXPERIENCE

JOB-1

<u>Name of Organization</u>	<u>Position</u>	<u>From</u> (mm-yy)-to-(mm-yy)	<u>Period served</u> Years - Months
<u>Brief Job Description:</u>			

JOB-2

<u>Name of Organization</u>	<u>Position</u>	<u>From</u> (mm-yy)-to-(mm-yy)	<u>Period served</u> Years - Months
<u>Brief Job Description:</u>			

JOB-3 *

<u>Name of Organization</u>	<u>Position</u>	<u>From</u> (mm-yy)-to-(mm-yy)	<u>Period served</u> Years - Months
<u>Brief Job Description:</u>			

* Attached extra sheet, if required.

CERTIFICATION AND SIGNATURE

I understand and certify that any verbal or written statements given in the application form, i.e., false, fraudulent or misleading made by me will result in rejection of my application outrightly, denial of employment or dismissal from service (if found even after employment) and PGJDC may deal/proceed in accordance with law for misconduct.

- I certify that all statements contained herein are true and complete.
- I authorize to check employment references and verify education information provided on this employment application and as disclosed in the interview process.

SIGNATURE:

DATE:

IMPORTANT NOTE: Kindly send the application by mail clearly indicating on the envelope, the position applied for..