

# Sukkur IBA University

MERIT - QUALITY - EXCELLENCE



**(Sukkur Campus)**

## JOB APPLICATION FORM FOR NON-TEACHING STAFF

### Application Information (Mandatory)

1. Post Applied for: \_\_\_\_\_

2. Advertisement Date: \_\_\_\_\_ Last Date to Apply: \_\_\_\_\_

3. Demand Draft/Pay Order No: \_\_\_\_\_ Bank Name: \_\_\_\_\_ Deposit Date: \_\_\_\_\_

4. Applicant Name: \_\_\_\_\_ CNIC: \_\_\_\_\_

Two  
Pictures  
to be  
attached

### For office Use only (Confidential):

Registration No/Seat No:  
( To be filled by HR)

Remarks:

# Sukkur IBA University

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**A: Personal Information:** (Please fill in Capital letter)

Name: \_\_\_\_\_ S/d/w/o: \_\_\_\_\_  
(According to Matriculation certificate)

Date of Birth: \_\_\_\_\_ CNIC No. \_\_\_\_\_

Gender: \_\_\_\_\_ Age: \_\_\_\_\_ Email: \_\_\_\_\_

Phone (Mobile): \_\_\_\_\_ Emergency :( Office/Home): \_\_\_\_\_

Postal address: \_\_\_\_\_

**B: Academic Qualifications:** (Please provide complete information)

Name of Degree	Degree Title	University/Institute/Board	Subject/Area of Specialization	GPA/Div/ %age	Year
SSC/O-Level					
HSSC/A-Level					
Bachelor (14 years )					
Bachelor (16 Years )					
MS/M.Phil (18 Years)					
Ph.D					

(Please attach additional sheet if required)

**C: Experience:** (Please start with current position and attach all experience certificates)

Total full time job experience \_\_\_\_\_ Year \_\_\_\_\_ months.

S. No.	Institution/Organization	Position Held	Period (Month and Year)		Total ( Months )
			From	To	
1					
2					
3					
4					
5					
6					

(Please attach additional sheet if required)

**D: Professional Course/Certificate/Training**

S.No	Title	Duration	Issuing Authority/Institute/Organization

**F. Honors/Awards**

S.No	Honors/Awards	Authority	Subject	Year

**E: Where from you come to know about this post?**

NEWS Paper (please specify): \_\_\_\_\_  Other website (please specify): \_\_\_\_\_

Sukkur IBA website  from a friend  Social Media  others (please specify): \_\_\_\_\_

**F. Checklist:**

S.No	Documents	Yes	No
1	All Attested Academic Documents copies are attached		
2	All Attested Experience Certificates copies are attached		
3	Attested CNIC Copy is attached		
4	Two attested recent photos are attached		
5	Original Demand Draft/Pay order/Challan is attached		
6	Updated CV is attached		
7	Valid Professional Registration ( PEC, etc )		

**G: Undertaking:**

(For all credentials, documents, certificates, experience, and information given in application form)

*I solemnly undertake that I have read, understood and affirm to follow the given instructions as per advertisement and application form. All the mandatory and essential information have been provided and is accurate to the best of my knowledge. If found false, incorrect, factitious, exaggerated, misleading, manipulated and bogus, my application/employment may be cancelled/terminated as per rule of organization. As a result, I shall be liable to disciplinary action as per rule of law.*

Signature of the Applicant (as per CNIC): \_\_\_\_\_

Date: \_\_\_\_\_

**Please mention position title on envelop and send this application along with relevant documents at below address before deadline:**

To,  
Registrar,  
Sukkur IBA University,

Registrar Office (HRM Section), Sukkur IBA University,  
Airport road, Sukkur, Pakistan Phone#071-5644014, 071-5644013