



National School of Public Policy (NSPP) Government of Pakistan

Job Application Form

INSTRUCTIONS

1. The application(s) on the **prescribed format** only would be entertained (Please do not attach CVs/Degrees etc).
2. The application form must be filled/typed in MS Word format.
3. The application form must be signed by the applicant.
4. 06 (six) hard copies of signed application form are required to be provided to the HR Wing of NSPP.
5. Applicants already working in Government/Semi-Government/Autonomous Bodies are requested to apply through proper channel. However, NSPP may entertain advance copies.
6. Last date of application submission is **30 clear days** from the date of advertisement.
7. Applications received after the due date or incomplete applications will not be entertained.
8. NSPP reserves the right to increase, decrease the number of posts or cancel any of the advertised post(s).

Note:

- ✓ Exceptional qualifications/experience will be preferred.
- ✓ Terms and conditions including compensation package are negotiable in cases recommended by member(s) of the Search/Head Hunting Panel.
- ✓ The National School of Public Policy will select the faculty of requisite quality with the help of Search/Head Hunting Panel.

Post applied for _____ Department/Field _____

Passport size (Photograph)

(1) PERSONAL INFORMATION

Name	
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Father's Name	
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Gender	<input type="checkbox"/> MALE <input type="checkbox"/>	<input type="checkbox"/> FEMALE <input type="checkbox"/>
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Date of Birth		Age on closing date	Y ____ M ____ D ____
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CNIC #	Domicile	Religion

Postal Address for Correspondence Purpose	

Contact details	Office	Cell	E-mail

(2) ACADEMIC BACKGROUND (Descending order)

Degree	Year of passing	Field/Subject	Institution	Grade/Div/CGPA

The institutions mentioned are HEC Recognized: Yes No

(3) EMPLOYMENT HISTORY

- **Research/Training/Teaching experience in recognized institution (Descending order)**

Name of the Training	Institution/Region	Period Served		Grade/Div
		From	to	

Total Research/Training/Teaching experience in recognized teaching/research institution = _____ Years

• **Professional Practical Experience in relevant field (Descending order)**

Name of the organization	Position held with BS if applicable	Period		Job description/ duties	Reason for leaving
		From	to		

Total Professional Practical Experience in relevant field = _____ Years

(4) **RESEARCH**

(Give particulars of all post-graduate research work done. Mention name of institution and professor/mentor)

(5) **PUBLICATIONS**

(List any significant publication/research paper(s) published in journals)

Research Paper	Name of Journal	Date of Publication

(6) **HONOURS AND AWARDS**

(7) **MEMBERSHIP OF ACADEMIC SOCIETIES AND OTHER ACTIVITIES IN UNIVERSITY, PUBLIC OR INTERNATIONAL AFFAIRS**

(8) ANY OTHER IMPORTANT INFORMATION INCLUDING EXCEPTIONAL QUALIFICATION/EXPERIENCE

(9) REFERENCE:- Provide any two academic/professional references

Reference No: 1. Name _____ Designation _____

Organization _____

Address _____

Phone No _____

Reference No: 2. Name _____ Designation _____

Organization _____

Address _____

Phone No _____

- I confirm that I have read and understood the information above.
- I confirm that the information I have hereby provided is correct and complete.
- I understand that failure to disclose any relevant information or the provision of false information may lead to dismissal and subsequent termination of contract of employment.
- I understand that the National School of Public Policy may carry out a verification process and may check all or any of the information provided on the application form, given in references and presented as proof of identity.
- I understand that an appointment, if offered, may be subject to a satisfactory medical examination and/or satisfactory completion of other pre-employment checks.
- If a security clearance is required as part of the application process, I understand that the National School of Public Policy will verify the information on any other form, which might include referral to an appropriate third party for purposes of security clearance.

Date

Signature of the Applicant