**JOB APPLICATION FORM**

**Company Name**

|  |  |  |  |
| --- | --- | --- | --- |
| **Position Applied For:** |  | Date: |  |

1. **Personal Information**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name |  | Father’s / Spouse’s Name |  |
| Date of Birth | \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_\_ | CNIC / ID Number |  |
| Gender | Male ☐ Female ☐ Other ☐ | Contact Number |  |
| Email Address |  | Permanent Address |  |
| Current Address |  |  |  |

1. **Employment Eligibility**

|  |  |
| --- | --- |
| **Question** | **Response** |
| Are you legally eligible to work? | Yes ☐ No ☐ |
| Do you have any physical limitations that may affect job duties? | Yes ☐ No ☐ (If yes, explain: |
| Have you ever been convicted of a crime? | Yes ☐ No ☐ (If yes, explain: |

1. **Educational Background**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Level** | **Institute Name** | **Degree / Certificate** | **Year Completed** | **Grade / CGPA** |
| Matric | XYZ School | Science | 2018 | A |
| Intermediate | ABC College | Pre-Engineering | 2020 | B |
| Bachelor’s | DEF University | BBA | 2024 | 3.2 |

*(Replace sample entries as needed)*

1. **Employment History**

|  |  |  |  |
| --- | --- | --- | --- |
| **Employer** | **Job Title** | **Duration** | **Responsibilities** |
| ABC Pvt. Ltd. | Sales Assistant | 2022–2023 | Customer service, record keeping |
|  |  |  |  |

Add more rows if needed.

**5. Skills & Qualifications**

|  |
| --- |
|  |
|  |

1. **References**

|  |  |  |
| --- | --- | --- |
| **Name** | **Relationship** | **Contact Number** |
|  |  |  |
|  |  |  |

**7. Declaration**

I certify that the information provided in this application is true and complete to the best of my knowledge. I understand that providing false information may result in disqualification or termination.

**Applicant’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_