

**DAWOOD UNIVERSITY OF ENGINEERING AND TECHNOLOGY**  
**NEW M. A. JINNAH ROAD KARACHI-74800 (PAKISTAN)**

**APPLICATION FORM**  
**FOR**  
**NON-TEACHING POSITION**



NAME OF APPLICANT	
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POST APPLIED FOR	
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PAY ORDER / DEMAND DRAFT NUMBER	DATE OF PAYMENT	BRANCH NAME AND CODE

**INSTRUCTIONS:**

- Please write / fill in all entries properly with neat and clean handwriting.*
- Please write NA (in capital) in the empty entries.*
- Please attach the original pay order / demand draft with the application form.*

**1. PERSONAL INFORMATION**

Affix a recent  
Photograph  
(Passport size)

Name (in capital letters)	
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Father's Name	
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Gender		Date of Birth	
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Age	_____	Years	_____	Month(s)	_____	Day(s):
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CNIC No. (copy may also be attached)							-							-	
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District of Domicile		Domicile: Sindh (Urban / Rural) (please specify)	
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Nationality		Marital Status	
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Highest Qualification		Passing Year	
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PEC / PCATP Registration Number. (if applicable)	
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Present / Postal Address	
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Permanent Address	
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	-----

Mobile No.	
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Phone No. (Residence)	
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E-Mail Address	
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2. **ACADEMIC BACKGROUND, PROFESSIONAL TRAINING & EXTRA/ CO-CURRICULAR ACTIVITIES**

(i) **Academic Background:** (Please start from highest qualification and go in descending order). Use additional sheet, if required.

Degree / Certificate held	Year of Start	Year of End	Field / Subject	University / Institute / Board	Marks Detail		Grade / Division / CGPA
					Obtained	Total	
Ph.D							
ME / MS / M.Sc (Engg.) / M.Phil							
BE / BS / B.Sc (Engg.) / M.Sc / MA / MBA							
Intermediate							
Matriculation							
Any other							

(ii) **Professional Training:** Please start from most recent training and go in descending order. Use additional sheet, if required.

Course	Diploma/Certificate	Field of study	Institution	Grade

(iii) **Extra / Co-curricular Activities / Hobbies / Interests:** (if any). Use additional sheet, if required.

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**3. EMPLOYMENT HISTORY** (Please start from your recent job and go in descending order).

**(i) Teaching Experience:** (Use additional sheet, if required).

Name of Organization	Designation	Scale	Job Profile	Duration Time		
				Dates		Period
				From	To	YY-MM-DD
						__-__-__
						__-__-__
						__-__-__
						__-__-__
<b>Total</b>				____ YY, ____ MM, ____ DD		

**(ii) Professional Experience:** (Please start from your recent job and go in descending order. Use additional sheet, if required).

Name of Organization	Designation	BPS	Job Profile	Duration Time		
				Dates		Period
				From	To	YY-MM-DD
						__-__-__
						__-__-__
						__-__-__
						__-__-__
<b>Total</b>				____ YY, ____ MM, ____ DD		

<b>Total Experience (Teaching and Professional Experience)</b>	<b>Years</b>	<b>Months</b>	<b>Days</b>

**4. RESEARCH PUBLICATIONS** (Must include name of journal; year / volume of publication; page numbers; author(s); title). Use additional sheet, if required.

**(i) National / International Journal Papers:** (Please specify the details of HEC Recognized journal only)

Sr. #	Title of Publication	Complete Name of Journal and Address	Vol. No.	Page No.	Year	HEC approved (Yes/ No)	Impact Factor
1.							
2.							
3.							
4.							

**(ii) National / International Conference Papers:** (Use additional sheet, if required.)

Sr. #	Title of Publication	Conference and Venue	Year	National / International
1.				
2.				
3.				
4.				

**(iii) Book / Book Chapter Written:** (if any). Use additional sheet, if required.

Sr. #	Title/ Topic	Subject / Description	Publisher (if any)
1.			
2.			
3.			

**5. REFERENCE** (Please provide the references of two well reputed personalities)

**(i) Reference # 1:**

Name \_\_\_\_\_ Position \_\_\_\_\_

Institution/University \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone No \_\_\_\_\_

Email \_\_\_\_\_

(ii) **Reference # 2:**

Name \_\_\_\_\_ Position \_\_\_\_\_

Institution/University \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone No \_\_\_\_\_

Email \_\_\_\_\_

By signing below and submitting this application form I, \_\_\_\_\_ Son  
/ daughter of \_\_\_\_\_ confirm  
that the information I have provided is accurate to the best of my knowledge and that I authorize  
you to contact the references provided above for further information.

\_\_\_\_\_  
**Signature of Applicant**

Date \_\_\_\_\_

Place \_\_\_\_\_

=====

**FOR OFFICE USE ONLY**

Application Received by: \_\_\_\_\_ Date \_\_\_\_\_

Checked by: \_\_\_\_\_ Date \_\_\_\_\_

**Short Listed**  **Not Short Listed**  **If not, reason(s)** \_\_\_\_\_

Signature of Dealing Officer: \_\_\_\_\_

Name of Dealing Officer: \_\_\_\_\_

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

**MUST BE FILLED BY THE APPLICANT**

Name _____ Father's name _____ Postal address _____ _____ _____ Tel _____ Mobile _____ Name of the post applied for _____ _____	Name _____ Father's name _____ Postal address _____ _____ _____ Tel _____ Mobile _____ Name of the post applied for _____ _____
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Name _____ Father's name _____ Postal address _____ _____ _____ Tel _____ Mobile _____ Name of the post applied for _____ _____	Name _____ Father's name _____ Postal address _____ _____ _____ Tel _____ Mobile _____ Name of the post applied for _____ _____
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Name _____ Father's name _____ Postal address _____ _____ _____ Tel _____ Mobile _____ Name of the post applied for _____ _____	Name _____ Father's name _____ Postal address _____ _____ _____ Tel _____ Mobile _____ Name of the post applied for _____ _____
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**MUST BE FILLED BY THE APPLICANT**

Application Form No. \_\_\_\_\_

Roll No. \_\_\_\_\_

Name: Mr./Miss/Mrs. \_\_\_\_\_

S/O, D/O, W/O: \_\_\_\_\_

District: \_\_\_\_\_

**IMPORTANT**  
**ATTENTION PLEASE**

**THE DOCUMENTS MUST BE ATTACHED IN THE FOLLOWING ORDER**

S#	LIST OF CERTIFICATES / DOCUMENTS AVAILABLE	
1.	• Prescribed Application Form	<input type="checkbox"/>
	• Pay Order / Bank Challan / Demand Draft / Bank Slip	<input type="checkbox"/>
	• Four attested Photographs	<input type="checkbox"/>
	• CNIC	<input type="checkbox"/>
	• Certificate of PRC (Form-D)	<input type="checkbox"/>
	• Certificate of Domicile	<input type="checkbox"/>
	<b><u>QUALIFICATION CERTIFICATES</u></b>	
2.	<b>POST-DOCTORATE DEGREES</b>	
	• Ph.D. Degree Certificate	<input type="checkbox"/>
	<b>MASTER'S DEGREES</b>	
	• Degree Certificate	<input type="checkbox"/>
	<b>BACHELORS</b>	
	• Degree Certificate	<input type="checkbox"/>
	• PEC Certificate (Only for Engineering)	<input type="checkbox"/>
<b>INTERMEDIATE / HSC</b>		
• Pass Certificate	<input type="checkbox"/>	
3.	<b>MATRICULATION / SSC</b>	
	• Pass Certificate	<input type="checkbox"/>
	<b>OTHERS</b>	
	• _____	<input type="checkbox"/>
	• _____	<input type="checkbox"/>
	• _____	<input type="checkbox"/>
	<b>Note:</b> Separate Sheet(s) must be used for any additional information.	