

**IN THE NAME OF GOD, THE MOST BENEFICENT THE MOST MERCIFUL**

**FORM OF APPLICATION FOR THE USE OF CANDIDATES FOR APPOINTMENT IN THE NFC INSTITUTE OF ENGINEERING & FERTILIZER RESEARCH, FAISALABAD**

**IMPORTANT:**

- 1. Incomplete application will be rejected.
- 2. No TA/DA will be admissible for Test/Interview.

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**1. APPLICATION FOR PROFESSOR/ASSOCIATE/ASSISTANT/LECTURER**

**FACULTY** \_\_\_\_\_

**PERSONAL DATA**

2. Name in Block Letters MR./MISS/MRS. \_\_\_\_\_

Identity Card 

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 Religion \_\_\_\_\_

3. Father's Name \_\_\_\_\_ Occupation \_\_\_\_\_  
 (If dead last address and occupation before death).

4. (a) E-mail Address \_\_\_\_\_ Phone No \_\_\_\_\_  
 (b) Permanent Address \_\_\_\_\_ Phone No \_\_\_\_\_  
 (c) Official Address \_\_\_\_\_ Phone No \_\_\_\_\_  
 \_\_\_\_\_ Phone No \_\_\_\_\_

5. Date of birth (in Figures) \_\_\_\_\_  
 Age : \_\_\_\_\_ Years ( in words) \_\_\_\_\_  
 Place of birth \_\_\_\_\_

6. Domicile \_\_\_\_\_ District \_\_\_\_\_ Province \_\_\_\_\_  
 (Please attach copy of domicile)

7. **Academic Record**

Examination or degree	Month and Year	Subject/Discipline	Name of the University or Institution	Grade or Division or Distinction
Secondary School Certificate (Matric)				
Higher Secondary Certificate (F.A./F.Sc.)				
Graduation (B.A./B.Sc.)				
Master's Degree (M.A./M.Sc. Engg)				
M.Phil/Ph.D.				
Any other Exam.				

**Attach attested copies of Certificates/Degrees**

8. **Details about the academic record for the years of Graduation in Engg. or Master in Basic Sciences.**

Name of University/ Institution	Year of Study	Marks obtained/ Total Marks in each Exam	Percentage	Overall Position if any, attained in each Examination	Whether passed in the Annual or Supplementary Examination	Month and Year of passing
	1 <sup>st</sup> Year					
	2 <sup>nd</sup> Year					
	3 <sup>rd</sup> Year					
	4 <sup>th</sup> Year					
	5 <sup>th</sup> Year		Aggregate %			

**Note: The Candidate must attach Certificates/Testimonials in support of their statements in the above columns.**

**Note: A separate sheet of paper and give sheet number (If the space is not sufficient)**

9. If appointed, what notice do you require before joining the post?

10. - If employed, mention present salary \_\_\_\_\_

- Salary acceptable: \_\_\_\_\_

11. Did you hold any distinction in College or Sports \_\_\_\_\_

12. **Post Graduate Research work or published papers?**  
(if possible send copies of papers)

S. No.	Purpose of Research Work	Title of the Research Paper	Title of the Magazine in which published

**Note:-** If space is not sufficient, please use a separate sheet of paper and give sheet number.

13. **How have you been employed (give particulars below):-**

Department with full address/ Designation and name of employer	Date of Joining	Date and reason of leaving	Nature of employment (Give the name of the post held)	Salary

**Note:-** If space is not sufficient, please give details on a separate sheet of paper and give sheet number.

14. **Have you applied for any post advertised by the Institute? If so, give result.**

15. **A non-official candidate must produce a certificate of character from the Principal/Officer of the Institution last attended and also certificates from two other responsible persons, not being his relatives, who are well acquainted with his career.**

16. **Testimonials attached with the application :-**

- |    |    |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

**Note 1:-** Copies of such certificates duly attested by a Gazetted Officer under his full designation should only be sent. Do not send any original documents unless you are asked to do so. Only in exceptional cases, will the Institute permit candidates to produce additional testimonial at the time of interview.

**Note 2:-** Bring all original certificates with you at the time of interview.

17. **Additional remarks :-**

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Applicants may mention here any special qualification Or experience e.g., in organization which have not been given under the above head. If the space opposite is Insufficient for this purpose please give full particulars on a sheet of paper and attached it to this application, inserting here a reference to the sheet attached.

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18. What languages (including Pakistani, Indian languages) can you read or speak.  
Give particulars:-

Read only	Speak only	Read & Speak

19. Reference :

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I hereby declare that all the entries in this application form and all the additional particulars (if any) furnished alongwith it are true to the best of my knowledge and belief. If any information is found incorrect, I shall be liable for imposition of any penalty set out in the NFC Employees (Efficiency and Discipline) Rules.

Dated:

Signature of Candidate \_\_\_\_\_

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**FOR THE USE OF CANDIDATES WHO ARE ALREADY IN SERVICE**

**Certificate by the Head of Department or Office of Local Bodies or Semi-Government Bodies or Institutions.**

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

Dated: \_\_\_\_\_

Forwarded. Certified that Mr./Mrs./Miss. \_\_\_\_\_  
holds a temporary / substantively a permanent post of \_\_\_\_\_  
under the \_\_\_\_\_ His/Her Character Roll/ Confidential report will  
be sent if and when called for by the Institute Mr./Mrs./Miss  
\_\_\_\_\_ will be relieved of his/her duties immediately if he/she  
is selected by the Institute for this post \_\_\_\_\_ He/She is drawing basic pay Rs.  
\_\_\_\_\_ in Scale of Rs. \_\_\_\_\_

Dated: \_\_\_\_\_

Signature \_\_\_\_\_

Designation \_\_\_\_\_

**IMPORTANT**

**Write your POSTAL ADDRESS in full in the two spaces provided below. Any change of address should be communicated at once to the Director NFC Institute of Engineering & Fertilizer Research, Faisalabad**

<b>To</b> _____ _____ _____	<b>To</b> _____ _____ _____
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