

THE BANK OF KHYBER

APPLICATION FOR EMPLOYMENT

Position applied for _____

Photo

1. Name _____
2. N.I.C # _____
3. Date of Birth _____
 DD MM YY
4. Father's/Husband's Name _____
5. Gender _____ Marital Status _____ No. of children _____
6. Postal/Business Address: _____

7. Permanent address: _____

8. Phone Nos:
Mobile # _____ Office # _____
Residence # _____
9. Education:

Degree/ Certificate	Subject	Institution	Division/ CGPA	Year Degree/ Certificate granted

10. Professional certificate:

Title of professional certification	Awarded by	Year awarded

11. Any relevant training:

12. Any academic distinctions, sports or civic awards:

13. **Present Job:**

Bank Name with Place of Posting	Designation	Grade	Dates employed		Gross Salary/Month
			From	To	

14. Expected Salary: Rs. _____ per month.

15. **Experience:**

(Five most recent jobs held)

Sr. No.	Job Title	Name of employer	Location	Dates employed	
				From	To
(1)	(2)	(3)	(4)	(5)	(6)
1					
2					
3					
4					

(Continued from 15)

Sr. No.	Salary (Rs. per month)	Major job responsibilities	Reason for leaving
(7)	(8)	(9)	(10)
1			
2			
3			
4			
5			

16. Have you been the subject of any departmental inquiry or disciplinary proceeding during your working career? Yes _____ No _____

If you answered yes please provide details below:

Sr. No.	Name of employer	Nature of charge	Year of charge	Outcome

17. Have you ever been found guilty of a criminal offense? Yes _____ No _____

If you answered yes please provide details below:

18. **References:**

List 3 persons who may be contacted as work references:

Name	Title & Address	Phone No.

19. I certify that the information provided above is true, correct and complete to the best of my knowledge and belief. I understand that any misrepresentation or material omission will be grounds for immediate termination should I be employed by the Bank of Khyber.

I further certify that I have not been found guilty of fraud, forgery or misconduct at a financial institution nor any inquiry, disciplinary or legal proceedings are pending against me in relation to any previous employment.

I give permission to the Bank of Khyber to inquire about my antecedents from my former employers as required by circular No.17 of State Bank of Pakistan and otherwise.

Signature of applicant

Date

DO NOT WRITE BELOW THIS LINE

For P&T Deptt., use only

Position applied for _____

Date received _____

Approved for position _____

Regular _____ Contractual _____ Casual _____

Period _____ Salary _____

Offer of appointment issued on _____

Acceptance received on _____

Posting to _____

Personnel Officer