**EMPLOYEE PERSONAL PROFILE**

Photograph

|  |
| --- |
| **PERSONAL INFORMATION** |
| Personnel No |  | Current Scale |  |
| Name |  | Father Name |  |
| Designation |  | Scale |  |
| Present Mode of Appointment |  | Date of Birth |  |
| Place of Birth |  | Marital Status |  |
| CNIC |  | GP Fund No |  |
| CNIC Expiry(Date) |  | Blood Group |  |
| Religion |  | Emergency Contact Person (Name) |  |
| Emergency Contact No |  | Directorate of Present Posting |  |
| Place of Present Posting |  | Date of Present Posting |  |
| Email |  | Cell No |  |
| Term Expiring on(Date)In case of appointments other than regular |  | Disability (If any) |  |
| Identification Mark |  | Working Status |  |
| Name of AMA |  | National Tax No |  |
| Group Insurance |  | Benevolent fund no. |  |

**Nationality**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Nationality | Domicile Province and District | Passport No | Passport Issue Date | Passport Expiry Date | Passport Issuing Authority |
|  |   |   |   |   |  |
|  |   |   |   |   |  |

**Addresses**

|  |  |
| --- | --- |
| Current |  |
| Permanent |  |
| Mailing |  |

**Languages**

|  |  |  |
| --- | --- | --- |
| **Speak** | **Read** |  **Write** |

1.

2.

3.

**Education History (In descending order)**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Degree Title | Country | Major Field | Subject | Grade | Division | Completion Year | Institute Name | Verified from HEC/Relevant Board |
| PHD |  |  |  |  |  |  |  |  |
| MS/M.Phill |  |  |  |  |  |  |  |  |
| Masters |  |  |  |  |  |  |  |  |
| Bachelors |  |  |  |  |  |  |  |  |
| Inter |  |  |  |  |  |  |  |  |
| Matric |  |  |  |  |  |  |  |  |
| Certificate/Diploma |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Dependent Name** | **Relation** | **CNIC** | **DOB** | **Work Status** | **Organization** | **Designation** | **Location** |
|   |   |  |   |   |   |   |   |
|   |   |  |   |   |   |   |   |
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|   |   |  |   |   |   |   |   |

**Dependent Details**

**Public Sector Experience (Other than PARC)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  Designation | Scale | From  | To | Department Name | Department Location |
|  |   |   |   |   |   |
|  |   |   |   |   |   |
|  |   |   |   |   |   |
|  |   |   |   |   |   |

**Mode of Appointment Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Appointment Mode | Designation | Scale | Directorate/Institute/Project | Section/Group | Joining Date |
|  |   |   |   |  |   |
|  |   |   |   |  |   |
|  |   |   |   |  |   |
|  |   |   |   |  |   |

**Posting Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Designation | Posted as   | Scale  | Posting Type  | Posting Place | Joining Date |
| Directorate/Institute/Project | Section/Group |
|  |   |   |   |  |   |
|  |   |   |   |  |   |
|  |   |   |   |  |   |

**Promotion Information**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Promoted/Upgraded as  | Scale | Center/Station | Directorate/Institute/Project | Section/Group | Promotion Date |
|  |   |   |   |  |   |
|  |   |   |   |  |   |
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**Visit/Training/Seminar etc. Local/Abroad Information**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Type  | Title | Country | From | To | Grade/Performance | Purpose of training | Institute |
|  |   |   |   |  |  |   |  |
|  |   |   |   |  |  |   |  |
|  |   |   |   |  |  |   |  |

**Research Information**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Type  | Title | From | To | Cost(in million) | Role Played | Outcome | Distinction |
|  |   |   |   |  |  |   |  |
|  |   |   |   |  |  |   |  |
|  |   |   |   |  |  |   |  |
|  |   |   |   |  |  |   |  |

**Publication Details**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Research Type | Journal Type(Local/International) | Journal Title | Publication Year | Vol.No | Issue No | Pages | Author | Editor | Publisher |
|  |   |   |   |  |  |   |  |  |  |
|  |   |   |   |  |  |   |  |  |  |
|  |   |   |   |  |  |   |  |  |  |
|  |   |   |   |  |  |   |  |  |  |

**Leave Record**

|  |  |  |  |
| --- | --- | --- | --- |
| Leave Type | From | To | Remarks |
|  |   |   |   |
|  |   |   |   |
|  |   |   |   |
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**Disciplinary Proceeding Details, if any**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of Charges | Show cause No | Show cause Date | Penalty Imposed | Appeal/Outcome |
|  |   |   |   |  |
|  |   |   |   |  |

**Hiring Details**

|  |  |  |  |
| --- | --- | --- | --- |
| House Hiring | From  | To | Remarks(Optional) |
|  |   |   |   |
|  |   |   |   |

**Loan Details**

|  |  |  |  |
| --- | --- | --- | --- |
| Loan Type | Dated | Advance Amount (In Million) | Remarks(Optional) |
|  |   |   |   |
|  |   |   |   |

SIGNATURE