

DATE: 13/Feb/24

POSITION: HR Officer



Azhar Amjad

Full Name (As per CNIC)

**EMPLOYMENT APPLICATION FORM**

**PERSONAL DETAILS OF THE APPLICANT**

FULL NAME(As per CNIC)	Azhar Amjad														
FATHER'S NAME	M. Amjad														
CURRENT HOME ADDRESS	G37 Lodhi apartments, crystal bangles, Model Colony.														
MARITAL STATUS	SINGLE <input checked="" type="checkbox"/>				MARRIED				OTHER						
PERSONAL MOBILE	0310-1147668														
GENDER	Male														
RESIDENCE NUMBER															
EMERGENCY CONTACT	0311-8090412						NAME & RELATION			Cousin - Talha					
D.O.B (DD/MM/YYYY)	30/July/01														
RELIGION	HINDU		MUSLIM <input checked="" type="checkbox"/>		CHRISTIAN		OTHER:								
CNIC NO.	4	2	2	0	1	-	6	2	5	8	3	1	8	-	5
CNIC VALIDITY(DD/MM/YYYY)	13/12/29														
EMAIL ID															
COVID VACCINATION STATUS	FIRST DOSE		<input checked="" type="checkbox"/> YES		NO		SECOND DOSE		<input checked="" type="checkbox"/> YES		NO				

**EDUCATIONAL QUALIFICATION**

LAST DEGREE	BBA
PASSING DATE	Continue
GRADE/CGPA/%	-
UNIVERSITY / INSTITUTE	Metropolitan University Karachi

**EMPLOYMENT HISTORY**

LAST EMPLOYER	Internative labs	
DESIGNATION	HR Exeutive	
DURATION	FROM: May-23	TO: Present
LAST SALARY	40,000 Rs	
REASON FOR LEAVING	Better opportunity	

Position applied for: HR Officer

Salary Desired: 50k - 55k Last Salary Withdrawn: None

Have you ever been convicted of any offence? / Do you have any past criminal record?

YES ☐ NO ☒

Any medical ailment which could constraint your performance: None

Do you have any **sibling/relative/friend** currently working for Appedology Pvt. Ltd? If yes, state name, position & relation with the employee:

No

Preferred date of joining: 2 / March / 24

Desired shift timing:

Morning	Night
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#### DETAILS OF PREVIOUS EMPLOYER

Company Name: Intenative labs

HR Email: hr@intenerativelabs.com

HR Contact Number: 0330-6887245

LinkedIn Profile: \_\_\_\_\_

Address: Plot-B#1, Gulshan e kameez Fatima, Scheme-33.




### Acknowledgement Section

In case any information provided by the candidate turns out to be fake, before or at the time of joining or even during the probation period, the company reserves the right to terminate services or change the Job Role or Salary Package.

I certify that the information contained in this application form is true and complete & I acknowledge that any misleading would cease the hiring process or may result in immediate termination of employment at any point if I am hired. I authorize the verification of any or all information listed above.

Date: 13/Feb/24

Signature of Applicant: 

### Candidate Evaluation Form

English Proficiency & Comprehension Test Score	
Typing Test (WPM)	

1 <sup>st</sup> Interviewer Name	Omar Zafar Ansari		
Designation and Department	AM HR.	HR	
Detailed Remarks	10 Months night job. Good Communication		
	2 classes, 1/2 weekends		
	2 weeks Notice		
Recommendation	YES		No

2 <sup>nd</sup> Interviewer Name			
Designation and Department			
Detailed Remarks			
Recommendation	YES		No

Salary Recommended	
Date of Joining	

#### Positional Information

Shortlisted For	F&D
Campaign & Project	
Supervisor (Direct & Indirect)	