

CURRICULUM VITAE

Application for Employment as : _____

Your preferred Department :

☐ Sales & Marketing
 ☐ After-Sale & warranty Services
 ☐ Quality Assurance (Technical)
 ☐ HR & Administration

☐ Production (Technical)
 ☐ Maintenance & Repair (Technical)
 ☐ Research & Development (Technical)
 ☐ Vendor Development & Procurement (Technical)
 ☐ Store & Inventory Management

☐ IT & Computer
 ☐ Accounts & Finance
 ☐ Social Media/ Digital Marketing

☐ Other: _____ (Please Specify)

Name: _____ Father Name: _____

Date of Birth: _____ Religion: _____

Present Address: _____

City: _____ Tehsil : _____ District : _____

Mobile # _____ Email : _____ Blood Group: _____

Facebook ID : _____ Linkedin ID: _____

Qualification:

Degree / Certificate	Subjects	Marks Obtained	Total Marks	Percentage %	Year of Pass
Matric					
Intermediate					
Graduation					
Masters					
Diploma/ Certificate					

Computer Skills (Tick the relevent box)

Skills	No Knowledge	Basic	Average	Good	Excellent
Email Writing	☐	☐	☐	☐	☐
Social Media	☐	☐	☐	☐	☐
MS Word	☐	☐	☐	☐	☐
MS Excel	☐	☐	☐	☐	☐
Inpage	☐	☐	☐	☐	☐
Power Point	☐	☐	☐	☐	☐
Corel Draw	☐	☐	☐	☐	☐
Auto Cad	☐	☐	☐	☐	☐

Work Experience (if any)

Employer Name	Job Discription	Start Date	End Date	Monthly Salary	Employer's Telephone

Through which source you knew about this vacancy in Pak Star Automobile Pvt. Ltd. ?

☐ LinkedIn
 ☐ Recruitment sites
 ☐ Social Media

☐ News Paper
 ☐ Existing Employee of Pak Star

Name _____ Designation _____

Department _____ Relationship _____

☐ Other Name _____ Currently Working at _____

Relationship _____

Do you Know anyone in Pak Star ?

☐ Yes ☐ NO

If yes, Give details.

(1) Name _____ Designation _____

Relationship _____ Department _____

(2) Name _____ Designation _____

Relationship _____ Department _____

Extracurricular Activities / Skills (Tick Yes or No)

Activity	Yes	No	Details of Acheivements /Activity
Debating	☐	☐	
Essay-writing	☐	☐	
Social Work	☐	☐	
Membership of any welfare organization	☐	☐	
Membership of any religious organization	☐	☐	
Membership of any political organization	☐	☐	
Student Politics	☐	☐	
Local Politics	☐	☐	
Cricket	☐	☐	
Football	☐	☐	
Hocky	☐	☐	
Badminton	☐	☐	
Tabble Tennis	☐	☐	
Lawn Tannis	☐	☐	
Other Sports	☐	☐	

Do you have a motorcyle for your personal use ?

YES NO

☐ ☐

Do you have a motor car for your personal use?

☐ ☐

Do you have driving license for motorcycle ?

☐ ☐

Do you have driving license for motor car ?

☐ ☐

Do you have your own computer for your personal use ?

☐ ☐

Do you have your own laserjet printer for your personal use ?

☐ ☐

Do you have your own scanner for your personal use ?

☐ ☐

Do you have internet connection for your personal use ?

☐ ☐

Family Details:

Relation	Name	Age	Qualification	Occupation	Monthly Income
Father					
Mother					
Brother					
Brother					
Brother					
Brother					

Sister					
Sister					
Wife/ Husband					

Emergency Contact: Name: _____ Relations: _____ Mob: _____

Next of Kin: Name: _____ Relations: _____

YES NO

Do you live in a rented house or not? ☐ ☐

If yes, please write owner's name and relationship to you: _____

Marital Status (Tick one) Single ☐ Married ☐ Divorced ☐ Widowed ☐ ☐ Seperated

Number of Children: _____ **Ages of Children** _____

What is your Salary Expectations. _____ **Notice Period:** _____

Decleration:

The above information is provided to the best of my knowledge and belief. In the event that the Company identifies any misstatement or inaccuracy at a later stage, the Company reserves the right to take appropriate action, which may include termination of employment.

Applicant Name/Signatue:

Date: