**STAFF -- CV FORMAT**

Recent Photo

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| **PROFILE OVERVIEW**  |
| Name: |  | Date of Birth: |  |
| Position Applied For: |  | Age: |   |
| School/Institute: |  | Department: |  |
| Qualification: |   | Total Experience: |  |
| Current Organization: |  |
| Reference in UMT: |  | Previous Stay at UMT (IF Any) Reason for leaving: |  |
| Relatives in UMT: |  |

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| PERSONAL INFORMATIONRecent Photo |
|  | Position Applied For |  |
|  | Expected Salary (Rs.) |  |
|  | Name |  |
|  | Father’s/Husband’s Name |  |  | Date of birth |  |
|  | CNIC No |  |  | Gender (M/F) |  |
|  | Address*(to be used for correspondence)* |  |
|  | E-mail (s) |  |
|  | Contact Nos: | Mobile:  | Home:  |
|  | Office:  |
|  |
|  | ACADEMIC QUALIFICATIONS |
| Degree | Year | Grade/ Division/CGPA | School/College/Institute/University |
| From | To |
| Matric |  |  |  |  |  |
| Intermediate |  |  |  |  |  |
| Bachelor |  |  |  |  |  |
| Masters |  |  |  |  |  |
| M. Phil  |  |  |  |  |  |
|  | OCCUPATIONAL EXPERIENCE: *(list positions held, beginning with the most recent employment, if any)* |
| Employer/Organization | Job Title | Duration | Last Salary Drawn in Rupees |
| From | To |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| 13. | OTHERS |
|  |  |
| Relatives in UMT |
| Name | School / Department |
|  |  |
|  |  |
| Previous stay in UMT & Reason for Leaving |
| School/Dept |  Joining Date | Leaving Date | Reason of Leaving |
|  |  |  |  |
|  |  |  |  |
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