

Appointment to the Post of Supervisory Management Assistant (Technical)  
Supra Grade (Special Class) in the Department of Cultural Affairs

## 1.0. Personal Details :

- i. Name in Full : .....
- ii. Name with initials (Mr.Mrs.Miss) : .....
- iii. Permanent Address : .....
- iv. Gender (Pl. indicate in the box) Male - 0 Female - 1
- v. Marital Status (Pl. indicate in the box) Married -0 Unmarried – 1
- vi. Date Of Birth : Year :  Month :  Date :
- vii. Age as at 16.12.2022 : Years :  Months :  Dates :
- viii. National Identity Card No. :

## 2.0.

- i. First Appointment Date : .....
- ii. Current Position : .....
- iii. Whether this post belongs to Central Government or Provincial Service : .....
- iv. Grade : ..... Class/Segment : .....
- v. Date appointed to the current post : .....
- vi. Date confirmed in the post : .....
- v. Salary Code : .....
- vi. Salary Scale : .....

**3.0 Certification of the Applicant :**

I declare that during the six years immediately preceding the date of **16.12.2022** I have earned all increments and that I have completed an active and satisfactory period of service as at 16.12.2022 as per paragraph 2.0 of the notification. I have not been subjected to any form of disciplinary punishment (Except warning) for any offence. I agree to be bound by decisions taken by the Secretary of the Public Services Commission on the appointments.

I hereby confirm that the particulars furnished by me in this application are true and correct to the best of my knowledge. I am aware that if any information contained in the application is found to be incorrect or false, I will be liable to disqualification if the inaccuracy is revealed before the selection and to dismissal if it is so revealed after the appointment.

.....  
Date

.....  
Signature of the applicant.

**4.0 Certification of the Head of the Department (Referring to the personal file) :**

I hereby certify that Mr./Mrs./Miss..... who is submitting this application, is working in the post of ..... in the Department/ Ministry of..... under the Central Government/ Provincial Council ..... I declare that he/she has earned all salary increments (except the increment that comes under condition of passing of Service/Departmental Examinations) during the period of 6 years immediately preceding **16.12.2022** and has not been subjected to any disciplinary punishment (Except warnings), and has completed an active and satisfactory period of service of (six) 6 years as per the paragraph 2.0 of the notification. He/she is eligible to apply as per the regulations stipulated in the Notification, and that he/ she has placed his/ her signature on the application in my presence.

.....  
(Signature of the Head of Department/ Authorized Officer)

Name : \_\_\_\_\_.  
designation : \_\_\_\_\_.  
Date : \_\_\_\_\_,  
(Place the official stamp)

**5.0 Recommendation of the Head of the Institution - for those in the service :**

I hereby certify that Mr./Mrs./Miss..... with the above particulars, is working in this institute. The particulars furnished by him/her are correct and his/her work and attendance is satisfactory. No any charges made against him/her and he/she can be released from the service of this institution, if he/ she is selected for this post.

.....  
Signature of the Head of the Institution

Name:  
Designation:  
Address:  
Date:

Please place the official frank