

D. Academic / Educational Information:

- Note: 1. Write exact degree name & major subject mention in certificate / transcript.
 2. Candidate should convert their grades into marks. (O Level / A Level or any other degree having grade).
 3. Write result declaration date in year of passing.

Certificate / Degree Level	Degree Title	Specialization / Major Subject	Year Passing	Obtained Marks / CGPA	Total Marks / CGPA	Division	Board / University
Matric (10 Years)							
Intermediate / D.A.E (12 / 13 Years)							
Bachelor (14 Years)							
Bachelor (Hons) / Master (16 Years)							
MS / M. Phil (18 Years)							
Ph.D							

E. Certificates/Diplomas (if applicable):

SN	Certificate Title	Awarding Institute	Total Duration (Weeks/Months)	Obtaining date	Skill(s) Obtained
1.					
2.					
3.					
4.					
5.					
6.					

F. Employment Record (Starting with Recent Employment)

SN	Organization / Employer Name	Job Title	Job Duration			
			Write only Month & Year			
			From	To	Total (Year's)	Total (Month's)
1						
2						
3						
4						
5						
6						
7						

09. Total Job Experience as on closing date of application: -
10. Total Relevant Job Experience as on closing date of application: -
11. Total Specific Job Experience as on closing date of application: -
(If required in advertisement for applied posts)

Years	Months	Days

G. List of Attached Documents (Chronological Order) *

All supporting documents must be attached with this form. Please list the documents in chronological order (latest to oldest or as applicable)

SN	Name of Document	Page No
1.		
2.		
3.		

4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

H. Declaration/Undertaking by The Applicant:

I _____ d / s / w of _____ do hereby solemnly declare and affirm that I have read and understood the instructions and conditions for applying to the post. All the given information is true and correct. Any untrue, false or forged, mis-representation of information may lead to the cancellation of my candidature for the subject position at any stage and even after the appointment.

Date: ___/___/2026 Thumb Impression _____ Candidate's Signature _____

Please submit the duly completed Employment Form to:

HEAD OF ADMINISTRATION

Head Office, Water & Sanitation Services Company Kohat

House No. 14, Sector 4, Near Gate 3, Kotal Township, Kohat Development Authority, Kohat.

Phone: 0922 514061-62-63, Fax: 0922 514064, email: wssckohat@gmail.com