

1

POST

PERSONAL DATA ذاتی معلومات

(Application Form with incomplete personal data or information will not be entertained)

1. FULL NAME پورا نام Write all in CAPITAL														A	B	C
2. FATHER's NAME والد کا نام Write all in CAPITAL														X	Y	Z
3. GENDER جنس	MALE	<input type="checkbox"/>	FEMALE	<input type="checkbox"/>	4. DATE OF BIRTH پیدائش کی تاریخ		d	d	.	m	m	.	y	y	y	y

5. CNIC NUMBER قومی شناختی کارڈ نمبر						-										-	
6. CNIC NUMBER Re-enter						-										-	
7. MOBILE NUMBER موبائل فون نمبر	(+92)	0	3			-											

9. E-MAIL ADDRESS																	
10. PERMANENT ADDRESS Write all in CAPITAL مستقل پتہ																	
11. DOMICILE PROVINCE رہائش گاہ کا صوبہ	Province										12. DOMICILE DISTRICT رہائش گاہ کا ضلع	District					

13. RELIGION مذہب	MUSLIM مسلم	<input type="checkbox"/>	NON MUSLIM غیر مسلم	<input type="checkbox"/>	14. DISABILITY معذوری (Please attach Medical Certificate)	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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15. CURRENT OCCUPATION موجودہ پیشہ	GOVERNMENT SERVANT (Please attach signed/ stamped NOC)	<input type="checkbox"/>	PRIVATE SERVICE	<input type="checkbox"/>	IF JOBLESS	<input type="checkbox"/>	IF EX-SERVICEMAN	<input type="checkbox"/>
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16. ORPHAN یتیم	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
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A. APPLIED FOR POST

(پرنٹ کرنے سے پہلے ذیل کی فہرست سے منتخب کریں)

Please note, that application form with "hand written post" will not be entertained and shall stand ineligible. If any difficulty, contact our CSR.

**Pakistan Reinsurance Company Limited
(PRCL) (303)**



C(F/G). QUALIFICATION SELECTION (Last/Higher Educational Level Relevant to Post Applied) (Please mark only one box برائے مہربانی صرف ایک باکس منتخب کریں)			
Member of a Recognized Body of Professional Accountants <input type="checkbox"/>	MBA / MS (Finance / Accounts) <input type="checkbox"/>	BE/BS/MS/MSc (Civil Engineering) <input type="checkbox"/>	Certified (Internal Auditor, Fraud Examiner or Internal Control Auditor) <input type="checkbox"/>
MBA (Finance / Risk Management) <input type="checkbox"/>	MBA / Masters (Marketing Insurance, Risk Management) <input type="checkbox"/>	M.Com (Insurance) <input type="checkbox"/>	ACII <input type="checkbox"/>
MBA / MPA / MS in (HRM) <input type="checkbox"/>	MBA or MS in Information Technology / MCS <input type="checkbox"/>	BS (IT) / BCS <input type="checkbox"/>	MBA / LLB or LLM <input type="checkbox"/>
Masters (Computer Science / Software /Computer Engg.) or MBA-IT, MIS <input type="checkbox"/>	MBA (Finance / HRM) <input type="checkbox"/>	M-Phil / Ph.D in Relevant Majors <input type="checkbox"/>	If other relevant, please write

C1. SPECIAL ALLOCATION SELECTION (If any) (Please mark only one box برائے مہربانی صرف ایک باکس منتخب کریں)(Please attach relevant documents as proof)			
Minorities <input type="checkbox"/>	Disabled Person <input type="checkbox"/>	Government Servant <input type="checkbox"/>	Women/Female <input type="checkbox"/>
None <input type="checkbox"/>			

C2(H). RELEVANT EXPERIENCE IN NUMBER OF YEARS (Please mark only one box برائے مہربانی صرف ایک باکس منتخب کریں)			
1 - 2 Years <input type="checkbox"/>	2 - 3 Years <input type="checkbox"/>	3 - 4 Years <input type="checkbox"/>	4 - 5 Years <input type="checkbox"/>
5 - 6 Years <input type="checkbox"/>	7 - 8 Years <input type="checkbox"/>	8 - 10 Years <input type="checkbox"/>	10 Year & above <input type="checkbox"/>

D. DESIRED TEST CENTER (PTS will decide your final test center)(Please mark only one box برائے مہربانی صرف ایک باکس منتخب کریں)			
Islamabad <input type="checkbox"/>	Lahore <input type="checkbox"/>	Karachi <input type="checkbox"/>	Quetta <input type="checkbox"/>
Peshawar <input type="checkbox"/>	Rawalpindi <input type="checkbox"/>	Faisalabad* <input type="checkbox"/>	Sukkur* <input type="checkbox"/>

(* is subject to number of candidates, otherwise will be merged in nearest city)

D1. SPECIAL INSTRUCTIONS FROM COMPANY

1. Pakistan Reinsurance Company Limited is an equal opportunity employer.
2. Females are encouraged to apply.
3. The Company shall follow the quotas for Women, Disabled, Minorities and Regional/Provincial Quotas as prescribed under the relevant laws.
4. Computer Literacy is required for the Post and preference will be given to those candidates having exposure to ERP environment;
5. Prior experience with a public sector organization will be treated as an added advantage;
6. The appointment will be on contract basis for an initial period of two years, extendable after performance review.
7. Interested Applicants may apply within fifteen days from the publication of this advertisement.
8. The applicants working in Government, Semi-Government / Autonomous Bodies are required to provide NOC at the time of interview.
9. The candidate shall not be entitled for any TA/DA while appearing for the interview.



3

Please do not damage this form by folding it and complete it with CAPITAL letters

براہ کرم اس فارم کو فولڈ کر کے ڈیمج نہ کریں، اور بڑے لیٹرز کے ساتھ مکمل کریں

F. ACEDMIC / QUALIFICATION SELECTION DATA (Please complete it properly براہ کرم مکمل طور پر اور مناسب طریقے سے بھریں)							
Certificate /Degree Level	Degree Title	Year Passing	Obtained Marks / CGPA	Total Marks / CGPA	%age	Division	Institute/Board
SSC / O-Level (10 Years)							
HSSC / DAE / A-Level (12 Years +)							
Bachelors (14 Years)							
Bachelors/BS (16 years)							
Masters (16+ years)							
M-Phil/MS							
Ph.D							

G. OTHER CERTIFICATION / DIPLOMA / COURSE / COMPUTER SKILLS DATA (Please complete it properly براہ کرم مکمل طور پر اور مناسب طریقے سے بھریں)					
Certificate /Diploma Level	Institution Name	Name of Diploma/Course & Certificate	Duration		Total Duration
			From	To	
Certificate					
Diploma					
Course					
Computer Skills					

H. JOB / PROFESSIONAL EXPERIENCE DATA (Please complete it properly براہ کرم مکمل طور پر اور مناسب طریقے سے بھریں)					
S.No#	Organization / Employer Name	Position (Working as)	Job Duration Write only Month & Year		Total Period Of Experience
			From	To	
1					
2					
3					
4					
5					
6					

If more (experience or qualification) to mention, kindly attach another page 3A, next to page 3 & sign.

E=

(303)

GENERAL INSTRUCTIONS

GENERAL INSTRUCTION FOR APPLICATION FORM TESTING

Please fill this form as per instructions give below:

- Application form is free of charge and it's not for sale.
- Application form received after due date will not be considered.
- Application form which is incomplete or submitted by hand will not be entertained.
- Applicant age shall be calculated from the closing date of application.
- Candidates must attach clear photocopy of their CNIC (NADRA).
- Computer literacy is a must for all position except support staff.
- Applications carrying incorrect information shall be instantly rejected.
- Candidate should bring their original testimonials at the time of interview.
- Original signed letter from your employer stating name, position, salary, duration of employment, address and contact numbers of employer if already in job or jobless.
- Candidates should also attach photocopies of all supporting documents if required or mentioned in the advertisement {e.g. (SSC/Intermediate certificates recognized by board),(Degrees recognized by HEC), Domicile, Local Certificate or NOC etc.} in A4-sized (8.27" x 11.69")
- Candidature could be determined on the basis of applicants' personal data, domicile, qualification, professional experience and performance in test/s to be conducted by P.T.S.
- No TA / DA would be admissible for test/interview. However, test & interview is devised by the employer within their legal criteria & policy. Hence, only shortlisted candidates will be intimated for test, exam or interview.
- Please make sure that if any other person attempts to take the test, exam or interview in your place, both you and such person will be liable to prosecution. And details relating to the situation will be forwarded to the relevant employer and appropriate regulatory authorities.
- In case of any bogus/ false information or criminal record, selection shall stand withdrawn/cancelled immediately.
- Disabled persons, females, orphans, minorities or non-Muslims are encouraged to apply.
- Employer has right to alter/cancel the test, post, position and distribution of advertised vacancies.
- Deposited Test Fee is non-refundable / nor-transferable.
- Please use Google Chrome or Adobe Acrobat Reader to open application form and select your desired post before printing.

CHECK LIST

- I have signed my application form.
- I have provided all the information required.
- I have attached the copy of my NADRA CNIC.
- I have paid & attached the fee challan form.

UNDERTAKING BY THE CANDIDATE

By signing below and submitting this Form, I _____ s/d/w of _____ do hereby declares that I have read General Instructions, and the information I am providing in this form is accurate & true to my knowledge. In case of any information comprise herein found at any stage to be conceal, missing, untrue, false or forged, my candidature can be cancelled at any stage (even after employment, if so revealed later), and I shall be liable to any legal action against me. And I am using P.T.S. as Service Provider only so P.T.S. will not stand liable for what I have signed in this form & result I obtain in after selection or test.

PHOTO
PASTED
تصویر پیسٹ کریں

Date & Left Thumb Impression

Candidate's Signature

HELP LINE
051 111 111 787
www.pts.org.pk

BY POST MAIL

To,
PAKISTAN TESTING SERVICE HQ
PTS Head Quarter, 3rd Floor, Adeel Plaza,
Fazal-e-Haq Road, Blue Area, ISLAMABAD.

5

If payment made through following transaction, mark checker box and attach proof of payment.

Online Mobile Paise Bank **(303)****Bank Deposit Slip (PTS Copy)****Pakistan Reinsurance
Company Limited (PRCL) (303)**

Branch Name:

Branch Code:

Payment Date:

United Bank Limited
A/C Title: Pakistan Testing Service (Pvt) Ltd-MCA**UBL A/C Number: 225701041****Habib Bank Limited**
A/C Title: Pakistan Testing Service (Pvt) Ltd-MCA**HBL A/C Number: 0042-79916572-03**

Please note: 1. Desired Bank Stamp is required on the Deposit Slip or attach electronic receipt with deposit Slip. 2. Send Original Deposit Slip (PTS Copy) & application to PTS Office within due date.

Applicant Full Name	Bank Fee	20-	Amount in words PKR	Twenty Rupees Only (Non Refundable / Nor Transferable)
Father's Name	Test Fee (Inclusive of all Govt. Taxes)	300-	Amount in words PKR	Three hundreds Rupees Only (Non Refundable / Nor Transferable)
Mobile Number	Deposited Amount	PKR 320-		
CNIC Number (FRC, CRC or PV#)	Total Fee	320-	Amount in words PKR	Three hundreds & Twenty Rupees Only (Non Refundable / Nor Transferable)
Post/Position Applied (Only for One Position)	Applicant's Signature		Cashier's Stamp	

**Bank Deposit Slip (Bank Copy)****Pakistan Reinsurance
Company Limited (PRCL) (303)**

Branch Name:

Branch Code:

Payment Date:

United Bank Limited
A/C Title: Pakistan Testing Service (Pvt) Ltd-MCA**UBL A/C Number: 225701041****Habib Bank Limited**
A/C Title: Pakistan Testing Service (Pvt) Ltd-MCA**HBL A/C Number: 0042-79916572-03**

Please note: 1. Desired Bank Stamp is required on the Deposit Slip or attach electronic receipt with deposit Slip. 2. Send Original Deposit Slip (PTS Copy) & application to PTS Office within due date.

Applicant Full Name	Bank Fee (Inclusive of all Govt. Taxes)	20-	Amount in words PKR	Twenty Rupees Only (Non Refundable / Nor Transferable)
Father's Name	Test Fee (Inclusive of all Govt. Taxes)	300-	Amount in words PKR	Three hundreds Rupees Only (Non Refundable / Nor Transferable)
Mobile Number	Deposited Amount	PKR 320-		
CNIC Number (FRC, CRC or PV#)	Total Fee (Inclusive of all Govt. Taxes)	320-	Amount in words PKR	Three hundreds & Twenty Rupees Only (Non Refundable / Nor Transferable)
Post/Position Applied (Only for One Position)	Applicant's Signature		Cashier's Stamp	

5

If payment made through following transaction, mark checker box and attach proof of payment.

Online Mobile Paise Bank Please use Google Chrome or Adobe Acrobat Reader to open application form
and select your desired post before printing.**(PRCL)(303)**