

HRMIS FORM

Personal Details

CNIC No.		Picture
SAP Personnel No.		
Full Name		
Father Name		
Date of Birth		
Domicile		
Passport No. (if any)		
Mobile No.		
Current Address		

Academic / Education Details: (Higher to Lower)

Sr. No.	Academic Qualification	Year Completed	University / Board	Grades / Remarks

Professional Qualification Details:

Sr. No.	Professional Qualification	Year Completed	University / Institute	Remarks

Certification / Training / Courses Details:

Sr. No.	Description / Title	Duration	Name of Institute	Level of Expertise

Job Details:

Date of Appointment		Current Designation	
Parent Department			
Current Posting			

Promotion Details (If any)

Name of Post	Year of Promotions	Time / duration

Posting History / Posting Profile:

Name of Department / Office	Nature of Posting	From	To
	Temporary / Deputation / Cadre Post		

Disciplinary Proceedings: (If any)

Type of Inquiry	Action / Recommendation	Status

- * Proforma (in soft form MS Word) for filling can be downloaded from <https://cga.gov.pk/Home/Downloads>
- ** Please provide accurate and complete details in **BLOCK** letters

Signatures & Stamp
(Controlling Officer)