



**02-ACADEMIC QUALIFICATION**

(Attach attested copies of your academic certificates/degrees)

| Degree Name      | Degree Title | Specialization / Major Subjects | Year Passing | Obtained Marks/CGPA | Total Marks/CGPA |
|------------------|--------------|---------------------------------|--------------|---------------------|------------------|
| Matric           |              |                                 |              |                     |                  |
| Intermediate/DAE |              |                                 |              |                     |                  |
| Bachelors        |              |                                 |              |                     |                  |
| Masters          |              |                                 |              |                     |                  |
| Others           |              |                                 |              |                     |                  |

**03-PROFESSIONAL QUALIFICATION**

(Attach attested copies of certificates)

| Certification Name | Specialization / Major Subjects | Year Passing | Obtained Marks/CGPA | Total Marks/CGPA |
|--------------------|---------------------------------|--------------|---------------------|------------------|
|                    |                                 |              |                     |                  |
|                    |                                 |              |                     |                  |
|                    |                                 |              |                     |                  |

**04-EXPERIENCE.**

(Attach attested copies of certificates. Attach extra sheet if required)

| Sr. No. | Organization / Employer Name | Job Title | Major Duties performed | Duration<br>(Write only month & year) |    |
|---------|------------------------------|-----------|------------------------|---------------------------------------|----|
|         |                              |           |                        | From                                  | To |
| 1.      |                              |           |                        |                                       |    |
| 2.      |                              |           |                        |                                       |    |
| 3.      |                              |           |                        |                                       |    |

Total Job Experience as on closing date of application:  Years  Months**Undertaking by the Applicant.**

I \_\_\_\_\_ D/S/W of \_\_\_\_\_ do hereby solemnly declare that I have read and understood instructions and conditions for applying for the above post, and I have filled up the application form as per instructions given below. In case of any information contained herein is found, at any stage, to be 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 legal action.

Date: \_\_\_\_\_

Signature of Candidate: \_\_\_\_\_

### **General Instructions / Information:-**

- Please fill the Application Form properly with complete and correct information/answers.
- Please DO NOT leave any field blank, otherwise your application may not be considered.
- In case of qualification from foreign university, equivalence certificate from HEC should be attached with the application.
- Incorrect, false or forged information may result in cancellation of your candidature at any stage, even after employment and also proceeding of a legal action.
- Application should reach in Finance Department by **13.12.2023** i.e. last date of submission of Application Form.
- Finance Department will not be responsible for late receiving of applications through Courier / Pakistan Post etc.
- **Mention name of the post at envelope clearly.**

Please send Application Form to:

### **SECTION OFFICER(E&A)**

Government of the Punjab,  
Finance Department.  
Punjab Civil Secretariat, Lahore.

Phone No. 042-99214242  
042-99212223

This application form is available at

<http://www.finance.punjab.gov.pk/jobs>