

SECRETARY, HIGHER EDUCATION DEPARTMENT, GOVERNMENT OF THE PUNJAB
PROFORMA FOR THE POST OF SECRETARY BISE
BAHAWALPUR/D.G. KHAN/FAISALABAD/GUJRANWALA /MULTAN/
RAWALPINDI/SAHIWAL/SARGODHA

Photo

Name: _____ Father's Name: _____ CNIC: _____ Mobile No: _____

E-mail: _____ Mailing Address: _____ Cadre/Group: _____

Designation	Place of Posting	Date of Birth (as per CNIC) (attach copy of CNIC)	Service Left on Closing Date (Y-M-D)	Date of entry in Govt. Service	District of Domicile (copy of Domicile)	Qualification with Division / CGPA	Additional Qualification	Service rendered in BISE, if any
						Matric	M.Phil / MS	
						Intermediate	Ph.D	
						Graduation	Others	
						Master		

		EXPERIENCE							Order of Preference in numerical (1,2,3,4,5,6,7,8,9)	
		Administrative			Sr. No.	Other (if any)				
Sr. No.	Designation alongwith Department	From	To	Period (Y-M-D)		Designation alongwith Department	From	To	Period (Y-M-D)	
										Bahawalpur
										D.G Khan
										Faisalabad
										Gujranwala
										Lahore
										Multan
										Rawalpindi
										Sahiwal
										Sargodha
		Total Administrative Experience (Y-M-D):								
		Total Service (Y-M-D):								

Instructions:

1. Please provide correct information. In case of fake and false information, application will be rejected and action shall be initiated as per law.
2. Administrative and other Experience should not overlap—Separate sheets can be used if required. More than 1 year administrative experience will be preferred with award of 01 additional mark per year maximum to 6 marks. Moreover, Higher qualification shall be awarded 2 marks for M.Phil and 3 marks for Ph.D.
3. Applicants are directed to submit **04 sets** of this proforma along with applications complete in all respect at O/o Secretary, Higher Education Department (Receipt & Issue Branch), Higher Education Department, Old DPI Building, New Anarkali, Lahore before the closing date of application i.e. _____ before 05:00 PM (No Application will be entertained after the due date & time).
4. The schedule/updates of selection process will be uploaded, time to time, on HED website (<https://hed.punjab.gov.pk>) including schedule of Grievance Redressal Committee and Search Committee for interviews.
5. The top candidates, in order of merit, to be decided by the Search Committee, will be called for interviews.
6. For any further query, please contact SO(Boads), Higher Education Department (042-99214430, soboads@gmail.com) at Old DPI Building, New Anarkali, Lahore.
7. All appointments shall be made in accordance with choice of preference and merit.

Name & Signature