**APPLICATION FORM**

**July 2024**

***Institute of Psychiatry, Rawalpindi Medical University***

*Please submit a filled copy of the below application form along with your CV and cover letter to the email ID* ***“administrator\_rgmo@rmur.edu.pk”*** *by* ***Friday, 14th March 2025*** *with the subject line “Name\_Position\_Project”*

***Please select one or more positions you would like to be considered for:***

***(The job descriptions for each role below can be found at*** [***https://rmur.edu.pk/jobs/***](https://rmur.edu.pk/jobs/)***)***

Research Assistant – Global Health Research at IMPACT Research Office at the Institute of Psychiatry, Rawalpindi.

**SECTION 1: PERSONAL PROFILE:**

|  |  |
| --- | --- |
| **Title** |  |
| **FIRST NAME** |  |
| **MIDDLE & LAST NAME** |  |
| **FATHER’S/ HUSBAND’S NAME** |  |
| **GENDER** |  |
| **DATE OF BIRTH** |  |
| **NATIONALITY** |  |
| **PRESENT ADDRESS** |  |
| **PERMANENT ADDRESS** |  |
| **CONTACT NUMBERS** |  |
| **E-MAIL ADDRESS** |  |

**SECTION 2: EDUCATIONAL QUALIFICATIONS**

Please enter your academic qualifications in chronological order, starting with the most recent one first and former most in the end.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr. no** | **Degree/Certificate** | **Year** | **Institution** | **Major subjects** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
| **5** |  |  |  |  |

You can add or delete rows accordingly.

**SECTION 3: OTHER QUALIFICATIONS**

Job-related trainings, courses, skills, honours, awards, and special accomplishments memberships in professional/honour societies, leadership activities, public speaking and performance awards

|  |  |  |
| --- | --- | --- |
| **Sr. no** | **Training** | **Organization** |
| **1** |  |  |
| **2** |  |  |
| **3** |  |  |
| **4** |  |  |
| **5** |  |  |

You can add or delete rows accordingly.

**SECTION 4: PUBLICATIONS**

Please enter your publications in chronological order, starting with the most recent one first and former most in the end.

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You can add or delete rows accordingly.

**SECTION 5: WORK EXPERIENCE**

Please enter your employment record in chronological order, starting with the current or most recent one first and former most in the end.

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| --- | --- | --- | --- |
| **Job Title** | **Dates**  **from/to**  **(dd/mm/year)** | **Employer’s Name, Contact Details, E-Mail & Postal Address** | **Brief Description Of Your Duties And Accomplishments** |
|  |  |  |  |
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You can add or delete rows accordingly.

**SECTION 6: REFERENCES**

Please give details of any three references, which can include your present or former employer. If you have not been employed before then please use a former teacher/tutor/lecturer. They should include individuals able to comment on your skills and abilities and on your suitability for the post for which you have applied. Please note that referees may be contacted prior or after the interview.

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| --- |
| **First Referee:**  Full Name:  Job Title/Position:  Organization/Institution:  Postal Address:  Contact Numbers: Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Office:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Second Referee:**  Full Name:  Job Title/Position:  Organization/Institution:  Postal Address:  Email Address:  Contact Numbers: Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Third Referee:**  Full Name:  Job Title/Position:  Organization/Institution:  Postal Address:  Email Address:  Contact Numbers: Mobile:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Office:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**SECTION 7: ADDITIONAL INFORMATION**

Please use this space to support your application including details of your past and present experience relevant to the position that you are applying for and reasons why you think you are suitable for the position (maximum 500 words)

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| **SECTION 8: APPLICANT’S DECLARATION**  *I understand that an appointment, if offered, will be on the condition that the information I have provided on this application form is correct. And I fully understand that falsification of any information can lead to my dismissal, if appointed.* | |
| *Signed:* |
| *Date:* |
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