

SECRETARIAT TRAINING INSTITUTE

No.7, Sector H-9, ISLAMABAD

SECTION OFFICER (PROBATIONER) 44TH CTP/39TH STP

BIO DATA

(PLEASE TYPE OR FILL IN BLOCK LETTERS)

Institute Serial No: _____

PERSONAL

1. Name : _____

2. National Identity Card No. _____

3. Birth : Date: _____ Place: _____ City: _____

4. Domicile: District: _____ Province: _____ Country: _____

5. Is your family background predominantly rural or urban? (Tick relevant box)

Urban

Rural

6. Marital Status: Single Married Widow/Widower Divorced

7. Blood Group: _____

8. Religion: _____

9. Mailing Address: _____

Phone #: _____ Cell #: _____

E-mail Address _____

10. Permanent Address (if different from above) _____

_____ Phone No: _____

11. Name, address and phone number of the person (s) you would like STI to contact in the case of any emergency:- _____

Phone#: _____ Cell#: _____

12. Parents Annual Income: _____

if deceased, write last annual income approximately: _____

13. Particulars of family. Use 'D' for deceased, if father / mother deceased, write their occupation and education in any case:

Relationship	Name	Age	Occupation	Educational Qualification	Remarks (if any)
Father					
Mother					
Brother (s)					
Sister (s)					
Spouse					
Son (s)					
Daughter (s)					

EDUCATIONAL

14. Educational Qualification (mention only the highest degree):

15. Institution/University attended:

16. Year of completion of degree program:

17. Details of training courses earlier attended

S.No	Title of Course	Duration of the Course	Training Institute	City	Country

PROFESSIONAL

18. Professional Experience (past job etc.)

S.No.	Post Held / Designation	Organization / Department	From	To

FPSC COMPETITIVE EXAMINATION

19. Number of attempts made in FPSC Competitive Exam?

- a. 1 b. 2 c. 3

20. Have you reappeared in CSS Examination held in current year?

- a. Yes b. No

21. If yes, indicate year of reappearing and when the result is expected.

22. Do you intend to reappear in CSS Examination in the coming year?

- a. Yes b. No

23. If yes, please mention the year?

- a. 2016 b. 2017 c. 2018

COMMON TRAINING PROGRAM (CTP)

24. Mention below the places/organizations visited during the Common Training Program:

25. Mention the topic assigned to you for individual/group research paper during the CTP:

26. Mention the topic assigned to you for current issue presentation during the CTP:

27. Indicate the book allocated to you for review during the CTP:

Title of book: _____

Author Name: _____

28. Indicate below, the places visited during country study tour (CST) organized by the CSA:

GENERAL

29. Have you ever visited abroad?

- a. Yes b. No

30. If yes, mention countries and purpose of visit:

S. No	Place/Country	Purpose	Duration

31. Hobbies: _____

32. Special interest / competence: _____

33. Will you bring a vehicle to the STI?

- a. Yes b. No.

34. If yes, write down your vehicle information

Vehicle # _____ Registration # _____

Model _____ Company _____