



EMPLOYEE DATA FORM

(For office use only)

JOB TITLE

C. P. O. (Computer Processing Operator)

Employee ID:

BQB-00-06

Employment Status:

Active

Job Category:

CAT "A"

Instructions:

- i. Personal Information should be filled in Capital Letters.
- ii. No Information should left blank (in case if any information is not applicable, NA / Nil should be filled).

Place Recent
Passport Size Picture

I. Personal Information

1. Name:

MUHAMMAD TAHIR KHAN

2. Father's Name:

MUHAMMAD NADIR KHAN

3. CNIC:

35202-4633596-1

4. PEC# (if applicable)

5. Nationality:

PAKISTANI

6. Gender:

☒ Male☐ Female

7. Domicile Province:

8. Marital Status:

☒ Married☐ Unmarried

9. D.O.B (dd/mm/Year):

16-10-75

10. Age:

38

11. Blood Group:

AB(-)

12. Permanent Address:

HOUSE # E-68, QADRI COLONY,
WALTON ROAD, LAHORE CAN'T.

13. Present Address:

SAME

14. Countries of work Experience:

PAKISTAN

15. Driving Licence:

LE-14-38983

Expiry Date:

30-MAY-2019

16. Joining Date in BARQAAB:

17-7-2000

17. Current Working Project:

MGC Canal

Signature

18 Personal Contacts:	
a) Phone No. (With Area Code): _____	c) Fax No. (If any): _____
b) Mobile No: <u>0333-4238066</u>	d) E-mail Address: <u>tahir_u_2000@yahoo.com</u>

II. Academic Background:**1. Qualification (Starting from last degree you have)
(Degree, Diploma, Certificate, etc.)**

Degree/Diploma Held	Major	Institution	Duration	
			From	To
F.A.	B.S.	Gout. College Science	91	93
Dip. CS		BHI	93	94
Data Base		H	94	94
& AutoCAD				

2. Professional Work Experience

Organization	Job Title	Duration	
		From	To
CAT Sys.	Programmer	1995	1997
SAMPAK Inter Consultants	C.O.	1997	2000
BAROARAB	C.P.O.	2000	to date

3. Total Years of Work Experience: _____

III. Skills / Expertise Against Professional Work Experience:

For Engineer, Area of Expertise/Skill can be i) Design Grid Station, ii) Contract Administration

For Computer Operator, Area of Expertise/Skill can be i) Typing speed, ii) Power Point Presentation

Area of Expertise	No. of Years	Level		
		Intermediate	Advance	Expert
Ms Office	17			✓
AutoCAD	12			✓
Graphic Design	17			✓

IV. Awards / Achievements:

Signature

V. Membership in Professional Societies:

VI. Family Detail:

Next to Kin: <u>M. Sheraiz Khan</u>	Relation: <u>Brother</u>
Address: <u>E-68 Badli Colony</u> <u>Walton Road URB CANTT.</u>	Contact #: <u>0333-4362135</u>

VII. Emergency Contact Detail:

Name: <u>M. Sheraiz Khan</u>	Relation: <u>Brother</u>
Address: <u>Same</u>	Contact #: <u>0321-4570452</u>

VIII. Medical Ailment / History / Disability:

Do you have any disability? NIL

IX. References:

Do you have blood relative(s) serving in BARQAAB: Yes ☐ No ☐ (If yes then mention following details)

1. Name: _____	1. Name: _____
2. Designation: _____	2. Designation: _____
3. Relationship: _____	3. Relationship: _____
4. Department: _____	4. Department: _____

X. Acknowledgeent:

It is certified that I have attached copies of the following documents:

1. Educational Certificates	Yes <input type="checkbox"/>	No <input type="checkbox"/>	4. PEC (if applicable)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. Experience Certificates	Yes <input type="checkbox"/>	No <input type="checkbox"/>	5. Photograph	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. CNIC & Domicile	Yes <input type="checkbox"/>	No <input type="checkbox"/>	6. Updated CV	Yes <input type="checkbox"/>	No <input type="checkbox"/>

XI. Declaration:

By signing below and submitting this Employee Data Form, I M. Tahir Khan
S/O, M. Nadeem Khan do hereby declare that the information provided above, is accurate to the best of my knowledge and I fully understand that my false statement or material omission of any fact shall render me liable to disciplinary and/or dismissal from service, at any state.

Signature of Employee: <u>M. Tahir Khan</u>	Dated: <u>1-9-14</u>
---	----------------------



BARQAAB

Pursuing excellence in
Engineering Consultancy

EMAIL ACTIVATION FORM

IT Department

BARQAAB Email ID Request:

If an employee requires a BARQAAB email ID, please fill the box given below:

Preferred Email ID	tahir. Khan @ barqaab.com
Optional Email ID	mt Khan @ barqaab.

NOTE:

Please state your email ID separately in capital letter and clearly in order to process your request correctly.