

## CV/RESUME FORMAT FOR APPLICANTS

Sr. No	Name of the Applicant (Kindly enclose Copy of CNIC/Passport)
<b>1</b>	<b>ACADEMIC RECORD</b>
1.1	Basic Qualifications (PhD/Post Doc having minimum 06 months duration)
1.2	Research Publications as per prescribed format
1.3	Research Grant Won and/or PhD Produced
<b>2</b>	<b>WORK EXPERIENCE</b>
2.1	Having worked as full Professor or equivalent in HEC recognized university/organization
2.2	Having 5 years or more teaching/research/work experience in a foreign organization
2.3	<p>Leadership <b>Leadership Positions</b></p> <ul style="list-style-type: none"> <li>i. VC, Rector, Head/CEO of any worthwhile private or research organization and Civil Servant equivalent to Secretary Level (BPS-22)</li> <li>ii. Pro-VC, Pro-Rector, Principal/Vice Principal of DAIs, Campus Director/ Head of Sub-Campus, Dean, Directors of any worthwhile private or research organization or civil servant equivalent to Additional Secretary level.</li> <li>iii. Chairman, Head of Department (HoD); Registrar, Controller of Examination, Treasurer and Director, Divisional Chiefs and Section Chiefs in an academic or research organization.</li> </ul>
2.4	Administrative and Budgetary Management
2.5	Experience in Financial Management of an Institution (planning experience e.g. demonstrated experience in preparation of development budget, experience in drafting financial rules/ performance audit etc.
<b>3</b>	<b>ACHIEVEMENTS AND RECOGNITION</b>
3.1	Awards / Honors
3.2	Contribution to public service/policy (contribution towards change in public service/policy through advocacy and engagement)
3.3	Promotion of Innovation & Commercialization (demonstrable experience of inspiring or leading change in an institutional culture e.g. through promotion of innovative ideas & commercialization)
3.4	New Organizations established
3.5	Development Projects Undertaken

