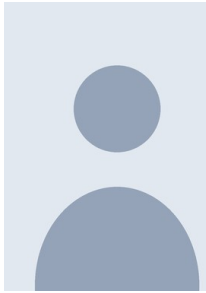


CURRICULUM VITAE

YOUR FULL NAME

Applied for: [Post Name, BPS-00] — Advertisement No. [00/2026]
Mobile: 0300-0000000 • Email: your.name@email.com



PERSONAL INFORMATION

Father's name	[Father's Name]	CNIC No.	00000-0000000-0
Date of birth	[DD-MM-YYYY]	Domicile	[District, Province]
Gender	[Male / Female]	Marital status	[Single / Married]
Postal address	[House No., Street, Area, City]	Nationality	Pakistani

ACADEMIC QUALIFICATIONS

Degree / Certificate	Board / University	Year	Marks / CGPA	Division / Grade
Matric (Science)	BISE [City]	2016	980 / 1100	1st / A+
Intermediate (FSc Pre-Engineering)	BISE [City]	2018	890 / 1100	1st / A
BS Computer Science (4 years)	[University Name]	2022	3.21 / 4.00	1st
[MS / MPhil, if any]	[University Name]	[Year]	[]	[]

EXPERIENCE

Post / Designation	Organisation	From	To	Nature of duties
Computer Operator (Contract)	[Department, City]	01-2023	Present	Data entry, record management, MS Office
Intern	[Organisation, City]	07-2022	12-2022	Office support and reporting

PROFESSIONAL TRAINING & SKILLS

- Certificate in Information Technology (6 months) — [Institute], 2023
- Typing speed: [40] words per minute (English), [25] (Urdu)
- MS Word, Excel, PowerPoint, email and internet; basic office management

LANGUAGES

Urdu, English, [Punjabi / Sindhi / Pashto / Balochi]

REFERENCES

1. [Name, Designation, Organisation, Phone] 2. [Name, Designation, Organisation, Phone]

I declare that the information above is true and correct to the best of my knowledge.

Signature: _____

Date: [DD-MM-YYYY]