



NATIONAL INSTITUTE OF MANAGEMENT (NIM)
KARACHI

NOMINATION FORM (23rd SMC)

A. PERSONAL INFORMATION

1. **Name:** _____ **Father's Name:** _____
(Capital Letters) (Capital Letters)
2. **Gender:** Male Female
3. **Date of birth:** _____
4. **Domicile:** _____
5. **CNIC No.** _____
6. **Religion:** _____
7. **Occupational group/cadre:** _____
8. **Designation:** _____
9. **Marital Status:** Married / Unmarried / Widowed / Divorced
(Encircle the relevant one)
10. **Children:** (i) Son (s) _____ (ii) Daughter (s) _____
11. **Official address:** _____

12. **Residential address:**
i) Present : _____
ii) Permanent : _____
(If different)
13. **Contact Information** (i) Office: _____ (ii) Residence: _____
(iii) Fax No: _____ (iv) Mobile: _____
(v) E-mail address: _____

B. WORK EXPERIENCE

14. **Date of joining service (Exact date):** _____
15. **Date of appointment to the present post:** _____
16. **Present gross pay: Rs.** _____

17. **Dates of promotion (Exact date):**

BS – 19 _____

18. **Brief description of responsibilities of present post:**

19. **Positions held since promotion to BS-19 or equivalent, in Government or other organizations, showing dates and duration of each assignment held:**

Assignment held and grade Or equivalent	Ministry/Division/ Department/Organization	<u>From</u> <u>To</u> (Please specify month and year if dates not available)

C. ACADEMIC RECORD

20. **Educational qualifications (from Matriculation to date starting with the latest one) with disciplines and years:**

Degree/Diploma	Subject	Institution	Year

D. TRAINING RECORD

21. Training (s) Received:

i) In Pakistan

Name of Course	Duration of Each Course		Name of Institution
	From	To	

ii) Abroad:

Name of Course	Duration of each Course		Name of Institution	Country
	From	To		

22. **Area of specialization** _____

23. **Additional technical or professional qualifications, if any:**

24. **Published/Unpublished work
(Books, articles, reports):**

25. **Membership of official and unofficial
Committees/Commissions:**

26. **Membership of academic/literary/professional associations:**

27. **Membership of Club's in Pakistan:**

28. **Name of the nominating government department/organizations:**

29. **Name and designation of the authority which maintains the PER of the nominee and
to whom the report of the nominee to be sent:**

Dated: _____

Place: _____

Signature of the Participant
Name:

HOSTEL ACCOMMODATION

I have been nominated for the 23rd SMC which is commencing from Monday 26th February 2018.

I am residing with my family

(Address: _____)

_____ and during this 16 weeks course I shall avail Hostel Accommodation because I am not having any residential facility for self/family in Karachi and will abide the rules of NIM-Hostel. (***Please tick any one***):

Yes

No

Name: _____ Signature: _____

CALL NAMES SLIP

Please indicate the call name that you would like to be used on your NIM Identity Card e.g.
Khan / Ahmed / Mansoor.

Call Name: _____

Name: _____ Signature: _____

REQUEST FOR TRANSPORT

I have been nominated for the 23rd SMC which is commencing from Monday 26th February 2018.

It is requested that transport at *Airport / Railway Station* may please be made available.

Details

Flight No. _____ From _____ Date & Time of Arrival _____

Train Name _____ From _____ Date & Time of Arrival _____

Name: _____ **Signature:** _____

MEDICAL INFORMATION

Please find details of permanent disease/illness as under for record / information of a medical officer:

Blood Group _____ Height (Inches) _____ Weight (Kgs) _____

I am suffering from _____ disease/illness and taking following medicine regularly as prescribed by physician. My last medical check-up was held on _____ by civil surgeon as a requirement of training (copy enclosed along with prescription).

1. _____
2. _____
3. _____

Name: _____ **Signature:** _____

SPORTS OPTION

I am interested in the following games (*Tick at least two*):

GAMES:

- | | |
|---------------------|--------------------------|
| GYMNASIUM | <input type="checkbox"/> |
| BILLIARD | <input type="checkbox"/> |
| BADMINTON | <input type="checkbox"/> |
| TABLE TENNIS | <input type="checkbox"/> |
| TENNIS (Hard Court) | <input type="checkbox"/> |
| JOGGING | <input type="checkbox"/> |
| CHESS | <input type="checkbox"/> |

Name: _____ Signature: _____

Note: *Sports are “mandatory” for the participants of SMC at NIM Karachi.*

NATIONAL INSTITUTE OF MANAGEMENT (NIM)
KARACHI

23rd Senior Management Course (SMC)

A. Proposed topics of IRPs (Capital Letters)

- i) _____

- ii) _____

- iii) _____

B. Proposed topics of CIPs (Capital Letters)

- i) _____

- ii) _____

- iii) _____

Name: _____

Signature: _____

Present Posting: _____

N.B. Proposed topic of IRPs and CIPs should reach to this Institute on Wednesday 21st February 2018 positively.

Subject: Transport Parking at NIM, Karachi

As per policy, Car Stickers will be issued only to self driven cars. Concern participant may please write down the name & vehicle number.

Name: _____

Vehicle Number _____

Instructions:

- The Facility will be withdraw from such vehicles if found with drivers inside the campus.
- Vehicle with drivers are to be parked out side NIM premises.
- Vehicles should not be parked in pathways and in front of gates/doors.

INSTRUCTIONS TO BE NOTED

- Any participant who misses a total of 07 days of course studies, whether with permission or otherwise, would be liable to be withdrawn from the course. Genuineness of the reason for absence cannot compensate for the loss of learning, hence, no exceptions would be allowed.
- The reporting date i.e. Saturday 24th February, 2018 which is a formal day, the participants are required to follow the dress code as per given in General Information Guidelines & Instructions.