

To

The District and Sessions Judge,
Battagram

**SUBJECT: - APPLICATION FOR THE POST OF
JUNIOR SCALE STENOGRAPHER
/STENO TYPIST (BPS-14)**

Respected Sir,

Most humbly I beg to submit that I have come to know through publication made in the daily _____ (Newspaper) dated: _____ that there are **Some Posts** of Junior Scale Stenographer are lying vacant under your kind control. I offer my services for the same with the following particulars:-

S#	P A R T I C U L A R S							
1.	Name							
2.	Father's Name							
3.	Domicile							
4.	Present Home Address							
5.	Permanent Home Address							
6.	Date of Birth							
7.	CNIC #							
8.	Detail of Academic Qualifications	Give detail and name of concerned Board & University from where the requisite examination was passed with year, marks obtained and Division.						
		Name of Board/University		Year		Roll #.	Obt/Total Marks	Div: or Grade.
				Annual	Supp:			
		(a). SSC Exam						
		(b). Intermediate						
		(c). B.A/B.Sc						
		(d). M.A/M.Sc						
(e). Others								
9.	Typing Speed	_____ words per minute.						
10.	Experience (if any)							
11.	Contact #							
12.	Total age on 30-05-2024	_____ Years _____ Months & _____ Days.						

Request/application, therefore, submitted, please.

Yours Obediently

Dated: _____ / _____ /2024

Signature of the applicant