

## Pre-Interview Screening Form

**Company: Estates & Ventures Holding**  
**Office Name: Estate Gallery – Lahore**

**Position Applied For: Office Admin**

1. Full Name:

2. Contact Number:

3. Email Address:

4. Current City:

5. Are you currently employed?

Yes

No

 @estates\_ventures

 www.estatesventures.com

 info@estatesventures.com

 23 Fairways Commercial, 2<sup>nd</sup> Floor,  
Defence Raya Golf & Country Club  
Lahore – Pakistan

 +92-42-3455-1754

6. Current Salary (Monthly):

7. Notice Period (if employed):

8. Highest Education Qualification:

9. Relevant Work Experience (in years):

10. Have you worked in real estate before?

Yes

No

If yes, please describe briefly:

11. Are you willing to travel for work (locally or to Dubai)?

Yes

No

Depends – please explain: \_\_\_\_\_

12. What motivates you to work with Estates & Ventures Holding?

13. Expected Salary Range (Monthly):

14. Are you available to join immediately or within 15 days?

Yes

No

If no, please specify your availability:

15. Do you have any prior commitments that could affect your job performance or schedule?

Yes

No

If yes, please explain:

16. Are you comfortable working on weekends or evenings if needed (e.g., for client meetings or events)?

Yes

No

Occasionally – please explain:

17. Do you have your own conveyance (bike/car)?

Yes

No

18. Language Proficiency (Mark all that apply):

English (Fluent)

Urdu (Fluent)

Arabic (Basic/Fluent)

Other: \_\_\_\_\_

19. Where do you see yourself in the next 2-3 years professionally?

20. How do you handle rejection or pressure in corporate roles?

21. Attach Your Resume/CV :

Uploaded

Will email separately