



Application Form (Non-Technical Post)

Advertisement Reference and date: _____

Application for the post & S. No.: _____

1. Name of the candidate in Block letters :
2. Fathers Name :
3. Nationality :
4. Date of Birth (as per High School Certificate) & Place of Birth :
5. Age (as on closing date of Advertisement) : ____ Year ____ Months ____ Days
6. Gender (Male/Female) :
7. Marital Status :
8. Religion :
9. Category (Please tick) : GEN____, OBC____, SC/ST____
10. (a) Full postal address with pin code :

Affix self
attested recent
colour
passport size
photograph
(do not staple)

(b) Permanent address :

(c) Contact details : Phone: Mob.:

E-mail:

(d) Aadhar Number :

11. Are you a citizen of India by birth/domicile?

12. Have you ever been convicted by a court of law for any offence? If so, give details thereof.

13. Educational Qualifications (Commencing from Matriculation): The self-attested all certificates and mark sheets should be enclosed with application.

Educational Qualifications:

Level	Year of Passing	Institute/University	Specialize Subject(s) with major field	Class/Division/Grade/Marks/Percentage	Remarks
10 th /Matric					
10+2					
Graduation					
Masters					
Ph. D.					
Other qualifications					

14. (a) Employment record (starting from the present position):

S. No.	Designation	Pay Scale	Major discipline of work experience	Nature of work	Organisation/Institute	Place of posting	Period	
							From (DD/MM/YYYY)	To (DD/MM/YYYY)

(b) Total Years of experience: (DD/MM/YYYY) :

15: Extra curriculum activities including sports :

S. No.	Activity	Level of participation	Achievement	Remarks

16. Training Attended:

Title	Organized Institution	Place of Institution	Duration	Period	
				From (DD/MM/YY)	To (DD/MM/YY)

17. Knowledge in Computer Application Yes/No if yes (Attach certificate, as the case may be):

18. Shorthand (Words/minute) 1. English : _____
Typing (Words/minute) 1. English: _____ 2. Hindi : _____

19. Detail's of Driving License (if any- LMV/HMV/Tractor etc.):

Registration No. Date of issue.....Expiry date.....

20. Any other relevant information the candidate may need to submit

(Attach separate sheets if necessary):

21. Particulars of application fees: Rs.....D.D./P.O. No.....

Bank and Branch.....Date.....

22. References details: (Give the name, designation and complete address of two person (not relative) from whom confidential report will be taken if needed :

S.No.	Particulars	Reference	Reference
(a)	Name		
(b)	Designation		
(c)	Organisation/department		
(d)	Full address		
(e)	Phone no.		
(f)	Email		

23. **Declaration:** I do hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any particulars/information given above being found false/incorrect and/or if any discrepancy in the particulars is detected after my appointment, or account of wilful suppression and /or distortion on my part, my application/candidature is liable to be rejected or my services shall be liable to be terminated forthwith, as the case may be.

Place:

Signature

Date:

Name of the Candidate.....

REMARKS OF THE PRESENT EMPLOYER
(In the case of those who are already in service)

The applicantSon/Daughter is holding a permanent/ temporary post of in the scale of pay from and his/her present basic pay is Rs.....P.M. His/ her application is forwarded and he /she will be relieved in case he/ she is selected for the post applied for.

Date:
Place:

Signature
(Designation of Officer
with office seal)