


APPLICATION FORM

Post applied for		AFFIX RECENT PASSPORT SIZE PHOTOGRAPH
Name		
Father's name		
Date of Birth (Attach proof)		
Address for communication with PIN code:		

Phone No.	Land line with STD code :	
	Mobile.No :	
E Mail.ID.		

Gender :	(Please write the category). Attach certificate if SC/ST/OBC-NCL		
Marital Status : Married / Unmarried	Category to which belonging (UR, SC, ST, OBC-NCL, EWS):		

Whether ex-serviceman eligible for age relaxation as per Govt.rules (tick)	YES	NO
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Details of DD	DD No. , date:	Issuing Br.	Payable at:
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If selected, Minimum time required to join

Educational qualifications	Copies of qualification enclosed (tick):		Yes	No	Percentage of marks	Board/University/Institute
Name of school/Institution	From	To	Std/Course/Certification			

Experience (use additional sheets if required)	Copies of Experience Certificate enclosed (tick)		Yes	No	Total Experience	Scale of pay
Post held & Name of Organization	From	To	Nature of Duties (may use additional sheets)			

Declaration

I hereby declare that the details given above are true and complete to the best of my knowledge and belief. I understand that suppression of any facts and declaration of false information in the application will entail disqualification for appointment.

Place:	(Signature of the candidate)
Date:	

Please see "Notes for Application" attached

NOTES FOR APPLICATION:

1. Applications shall be accompanied by attested copies of documents to prove:
 - Date of birth - school leaving certificate or birth certificate
 - Educational qualifications – copies of degree certificates and mark lists of each
 - Experience – Experience Certificates from previous employer/s, stating type of firm , areas of experience and duration of experience. It shall also contain conduct certification. Certificates shall be in either English or Hindi.
 - Category to which belonging – Caste/Community certificates for SC, ST, OBC (Non-creamy layer) as the case may be in the prescribed format.)
 - Income and Asset Certificate issued by a Competent Authority before the last date for submitting application
 - If age relaxation applicable to ex-servicemen as per Government rules is to be availed, the requisite certificate should be produced.
2. Category (SC/ST/OBC-NCL/EWS/UR) once filled in the application form will not be changed and no benefit of other category will be admissible later on.
3. Relaxations / Reservations are applicable as per Government Directives.
4. Candidates shall use copies of the same photograph affixed on the application form, for further requirements in this selection process.
5. The relevant post qualification experience stipulated for the post would be reckoned as on 1.11.2019.
6. All future correspondence with candidates shall be done through the email ID given in the application only. The Company will not be responsible for any loss of e-mail sent, due to invalid / wrong e-mail ID provided by the candidate. Applicants shall check our website regularly for updates, amendments, other notifications etc. These will not be published in newspapers.
7. Eligibility for calling for interview will be based on the details furnished in the application and declaration made by the applicant. The certificates submitted by the candidates will be verified against original certificates produced at the time of the interview. Those who do not meet the requirements as to age, qualification, eligibility experience, etc. on verification of the original certificates, will not be considered for selection and no reimbursement of travel fare will be made to them .
8. Fee once paid will not be refunded
