

**Application Form (Non-Technical Post)-(B)**

**Advertisement Reference and date:** \_\_\_\_\_

**Application for the post & S. No.:** \_\_\_\_\_

1. Name of the candidate in Block letters :
2. Father's 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 Qualification (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 <sup>th</sup>					
12 <sup>th</sup>					
Graduation					
Masters					
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) Year of experience: (DD/MM/YYYY) \_\_\_\_\_

**15: Extra curriculum activities including sports:**

S. No.	Activity	Level of participation	Achievement	Remarks

**16. Training Attended:**

Duration	Title	Organized Institution	Period	
			From (DD/MM/YYYY)	To (DD/MM/YYYY)

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 applicant .....Son/Daughter is holding a permanent 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 official seal)