**APPLICATION FORM**

|  |  |
| --- | --- |
| **Name of the position applied for :** |  |

Paste recent passport size photograph here

|  |  |  |
| --- | --- | --- |
| 1. | Name in full (block letters) | : |
| 2. | Gender | : |
| 3. | Father’s Name | : |
| 4. | Date of Birth  (Submit copy of age proof certificate) | : |
| 5. | Age(as on 01/01/2023) | : |
| 6. | Mobile No | : |
| 7. | E-mail | : |
| 8. | Present Address | : |
|  |  |  |
| 9. | Permanent Address | : |
|  |  |  |
| 10. | **Educational Qualification**  **(HSLC onwards)** | : |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SN** | **Examination** | **Board/University** | **Passing Year** | **Division** | **% / CGPA of Marks** |
| i. |  |  |  |  |  |
| ii. |  |  |  |  |  |
| iii. |  |  |  |  |  |
| iv. |  |  |  |  |  |
| v. |  |  |  |  |  |
| vi. |  |  |  |  |  |

Please submit the copy of the relevant mark sheets & certificates

1. **Work Experience details** :

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Particulars of Experience** | **Name of Establishment/**  **Employer** | **Designation** | **Duration** | | **Type of Work** |
| **From(dd/mm/yyyy)** | **To**  **(dd/mm/yyyy)** |
| i. |  |  |  |  |  |  |
| ii |  |  |  |  |  |  |
| iii. |  |  |  |  |  |  |
| iv. | Computer knowledge including MS Office, MS Word, MS Power Point, MS Excel. | Yes/No | If yes, mention the name of the course with duration of course. | | | |
|  |  | | | |

Please submit the copy of the relevant certificates.

1. Names and Addresses of two persons from whom we may seek reference about you:

(The two persons must not be related to you and must have interacted with you for more than 2 years in a Professional and/or academic capacity during the last 5 years)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl** | **Name of the person & designation (if any)** | **Address** | **Phone no** | **E-mail id** |
| 1. |  |  |  |  |
| 2. |  |  |  |  |

1. Declaration

The information furnished above is true to the best of my knowledge and belief. In case of a false statement, I am liable to any action as deemed fit and proper.

Date: Signature of the Applicant

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