

APPLICATION FOR THE POSITION: _____

(Information at Sl.1 to 6 are to be filled in block letters. Please answer each question clearly and completely)

1. Name in Full :
2. Father'/Husband Name (optional) :
3. Date of Birth & Age :
4. Nationality :
5. Mailing postal address : Mob. No:
(with Tel./Mob. No. and E-mail address) E-mail:
6. Permanent postal address :
7. Sex :
8. Marital Status :

Affix Passport
Size
Photograph

9. Educational Qualification: (Degree / Diplomas / Post graduation / Ph.D's)

Sl. No.	Qualification / Course / Subject	University/ Institute	Year of Passing	%age of Marks obtained / Division / Class	Remarks

10. Work Experience

Sl. No.	Organization/ Institute/ Company	Period		Nature of work/ supervisory position held	Pay/ drawn	Remarks
		From	To			

11. Have you any objection to our making inquiries with your present employer?

12. Have you ever been in Government employment?

13. Please mention core areas of proficiency :

14. Knowledge of languages :

Mother Tongue :

Languages Known :
(Read, Write, Speak/Understand)

15. Reference (attach two in original) :

(i)

(ii)

16. Have you ever been arrested, indicted or summoned into Court as a defendant in a Criminal Proceeding, or Convicted, Fined or Imprisoned for the violation of any Law. If yes, give full particulars.

17. Details of outstanding work (if any) done in the past:

18. Awards/Rewards/Appreciation letters received, if any (Please attach copies)

19. Please mention the title of Books/project reports/concept papers/approach papers that have been prepared in the past and other relevant details (year of submission/publication/institution details)

20. Please write about yourself in not more than 750 words, and also state the reasons for considering your candidature for the position applied for:

21. Any other information :

I hereby declare that the information furnished in the application is true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or there is any material omission made on a

Personal History Form or other document requested by the Organisation, my candidature/engagement is liable to be cancelled / terminated at any stage without notice or any compensation in lieu thereof.

* **Total** no. of pages submitted including application format

(Signature of the candidate with date)

N.B. The applicants will be requested to supply documentary evidence in support of the statements made in the application form as above. The applicants need not submit the originals texts of reference or testimonials unless they are obtained for the sole use of the Organisation