

INSTRUCTIONS FOR THE APPLICANT

1. All appointments at RGSSH are on 'Contract Basis',
 1. This application form **MUST** be neatly filled/ typed and signed by the applicant on each page of the application and only its pdf format shall be attached with the e-mail. The candidate shall ensure that all attached pdf are easily legible to be read, non legible pdf shall be duly rejected.
 2. Annexure I of application form, **UNDERTAKING** to be given in the main body of the email while applying for the post and its pdf copy to be attached along with the email.
 3. Each page of application form be signed by the candidate and in case, if not signed by the candidate application form shall be liable to be rejected.
 4. Application forms with overwriting/cuttings shall be duly rejected.
 5. Attach with e-mail self-attested copies of certificates, testimonials, and other relevant documents which support your claim for your eligibility for the applied post in pdf format only. Documents attached in other format like .jpg etc will not be accepted and application form will be duly rejected.
 6. In case self attested documents are not attached, application will be rejected.
 7. All columns **MUST** be completed in figures and/or in words. Fill up 'Not Applicable/Not Available' where the information is not applicable or not available; but **DO NOT** leave any column blank.

APPLICATION FORM

Name of the applicant: _____ **Post applied for:** _____

1. Post applied for : _____
2. Name (in Block Letter) : _____
3. Father's/Husband's Name : _____
4. D.O.B.: _____

Passport size
photograph of
candidate duly
signed by himself

5. Age in Years _____ Months _____ Days _____ (As on last date of receipt of Application)
6. Whether SC/ST/OBC : _____
7. Address (Permanent) : _____
8. Address for Correspondence : _____
9. Telephone No. : _____
10. Mobile No. : _____
11. Email address : _____

12. Educational Qualification (Starting from matriculation Examination onwards) :

Degree/Exam	Name of Board/University	Year of Passing	Subjects	Percentage/ Division

13. Details of Experience (if any)

Name of institute	Designation	From	To

14. **Documents attached copy of (a)** Degree/Diploma and all marks sheets/grade card (); **(b)** Registration, if applicable(); **(c)** Experience (); **(d)** Information to /NOC from Previous Employer (); **(f)** Age proof ()

DECLARATION

I hereby solemnly declare and affirm that statements made in this applications are true, complete, correct to the best of my knowledge and belief. I understand that in the event of any information/facts being found untrue/false/incorrect my candidature is liable to be cancelled/terminated besides taking any other action deemed fit in this regard. I will have no claim for absorption after termination/completion of contract period of tenure. I shall abide by the terms and conditions as prescribed.

(Signature & Name of Candidate

Place:

Date:

UNDERTAKING

I hereby declare that:-

1. I have visited www.rgssh.in and read the instructions, all the other details in respect of recruitment notice no 1/2020 carefully and have understood the same before filling up this application form.
2. I agree with guidelines stipulated herein and shall abide by the rules and regulations of the Institute RGSSH and its Memorandum of Association (MOA), if appointed.
3. I shall be fully responsible for authenticity of all the statements, claims, documents and experience certificate submitted by me with the application form.
4. I have signed all the pages of the application form.
5. I have attachedtotal number of pages as attachment with the email including the application form and annexure I, UNDERTAKING.
6. For any discrepancy in total number of pages attached with email, I shall only be responsible and my application form shall be liable to be rejected by RGSSH.

Date:

Signature of the
applicant

TO BE GIVEN IN THE MAIN BODY OF THE EMAIL WHILE APPLYING FOR ANY POST
AND ITS pdf COPY TO BE ATTACHED ALONG WITH EMAIL.