

APPLICATION FORMAT

Passport
size
photograph
with self
attestation

1. Advertisement No. : HD/02/Rectt/1/CC-017/2023-24

2. Application for the position : **Project Assistant**
(Please tick in appropriate box)

3. Name of the Candidate :
(in Capital letters) :

4. Mother's Name :

5. Father's Name/Husband's Name :

6. Date of Birth :

7. Whether belongs to :
SC/ST/OBC/PWD/EWS

8. Nationality :

9. Address

(a) Permanent : _____

(b) For communication : _____

10. Telephone & **Mobile No.** :

11. **Email id** :
(IN CAPITAL LETTERS)

12. Educational qualifications (Starting from X class):

S. No	Name of the Exam passed	Name of the Institution/Board/ University	Month and year of passing	Marks Secured	Percentage	Class/ Division
1						
2						
3						
4						
5						

13 Details of experience:

{Furnish Details such as post/fellowship, period worked, name of the organization/institution etc. Attach a separate sheet describing the details of duties and responsibilities of the earlier engagements. Relevant certificates from the previous employer should be enclosed}

Sl. No.	Name of the position held	Name of the organization	Manu- facturing/ R&D	Period		Nature of experience	Contact person with Mobile No. & e-mail id
				From	To		

14 Documents attached in support of experience (Please tick in appropriate box):

- (a) Appointment Letter
- (b) Experience Certificate
- (c) Latest/Last Pay slip

15. Present Position:

- a. If you are studying, please mention course/subject details.
- b. Details of fellowship/post
- c. Name of the institution/organization in which you are studying/working.

16. References (two references) **(Must be indicated clearly)**

1.	_____	2.	_____
	_____		_____
	_____		_____

Mobile No.

Mobile No:

E-mail id:

E-mail id:

17. Any other information:

DECLARATION

I affirm that the information given in this application is true and correct. I also fully understand that at any stage it is discovered that an attempt has been made by me to willfully conceal or misrepresent the facts, my candidature may summarily be rejected or my employment terminated. I have go through the important instructions of the advertisement and agree for it.

Date:

Signature of the Candidate