

Format of Application

The Chief Executive (A&F)
Indian Statistical Institute
203, B.T. Road
Kolkata – 700108

Please affix
recent passport
size coloured
photo here

Sir,

This has reference to your Advertisement No. _____ published in
_____ on _____.

The required details are furnished below:

1. Name of the post applied for (please put ✓ mark in the appropriate box)	
(a) Driver 'A'	<input type="checkbox"/>
(b) Binder 'A'	<input type="checkbox"/>
(c) Assistant (Library) 'A'	<input type="checkbox"/>
N.B.- In case any applicant wishes to apply for more than one post, separate application forms along with requisite fees need to be submitted for each post.	

2.	Name in full (in block letters) Mr./Mrs./Ms.						
	<table style="width: 100%; border: none;"> <tr> <td style="border: none; width: 33%; text-align: center;">_____</td> <td style="border: none; width: 33%; text-align: center;">_____</td> <td style="border: none; width: 33%; text-align: center;">_____</td> </tr> <tr> <td style="border: none; text-align: center;">(first name)</td> <td style="border: none; text-align: center;">(middle name)</td> <td style="border: none; text-align: center;">(last name)</td> </tr> </table>	_____	_____	_____	(first name)	(middle name)	(last name)
_____	_____	_____					
(first name)	(middle name)	(last name)					
3.	Permanent Address: _____ _____ _____ Pin code: _____						
4.	(a) Address for communication: _____ _____ _____ Pin code: _____ (b) Phone (Residential): _____ (c) Phone (Office): _____ (d) Mobile Number: _____ (mandatory) (e) E-mail Id: _____ (mandatory)						
5.	Date of birth: _____ Age (As on the last date of application): _____ (Attach self-attested photocopy of document in support of Date of Birth)						
6.	Sex (Male/Female): _____						

7.	Nationality: _____
8.	Religion: _____
9.	Mother Tongue: _____
10.	Marital Status (Married/Unmarried): _____
11.	Category (UR/SC/ST/OBC-NCL/PwBD/ExSM/EWS): _____ (Attach self-attested photocopy of relevant valid certificate from the appropriate authority)

12. Particulars of academic qualifications from S.S.C./Matriculation onwards.
(Use separate sheet if needed).

Sl. No.	Examinations Passed	Board/Council/ University	Year of passing	Division/ Grade	Subjects Studied

Attach self-attested photocopies of marks/grade sheets and certificates

13. Details of valid driving license for both light and heavy vehicles (Only for the post of Driver 'A'):

Light Motor Vehicles (L.M.V.)			Heavy Motor Vehicles (H.M.V.)		
Driving License No.	Date of Issue	Valid Till	Driving License No.	Date of Issue	Valid Till

Attach self-attested photocopy of LMV & HMV driving license. Please attach complete set of the license including both sides (Only for the post of Driver 'A')

14. Employment details (in chronological order) *(Use separate sheet if needed)*:

Sl. No.	Name & address of employer	Designation	Period of employment		Pay Scale / Pay Level	Nature of Appointment (Regular/ Deputation/ Contract)	Nature of Duties
			From	To			

Attach self-attested photocopies in support of experience

15. Training Details *(Use separate sheet if needed)*:

Sl. No.	Title of Training	Period of Training		Training Conducted by
		From	To	

16.	Languages known: (Put ✓ mark)			
	Language	Read	Write	Speak

17. Whether the application is routed through proper channel? (If employed in Government/PSUs/Autonomous and Statutory Bodies)

(Put ✓ mark)

(YES / NO)

18. Were you ever discharged or dismissed from any previous employment?

(Put ✓ mark)

(YES / NO)

19. Whether any penalty (major/minor) was imposed on you during the service?

(Put ✓ mark)

(YES / NO)

20. Application fee payment Transaction ID/UTR Number and Date:

Declaration:

I hereby certify that the above particulars mentioned in the application form are true and correct to the best of my knowledge and belief. I understand that if at any stage, any of the information is found false or incorrect or if my application is found not to meet with the eligibility criteria according to the requirements of the advertisement, my candidature/appointment is liable to be cancelled/terminated.

I accept all the terms and conditions of the relevant advertisement.

Date: _____

Place: _____

(Full signature of the applicant)