

**राष्ट्रीय सहकारी विकास निगम**  
**NATIONAL COOPERATIVE DEVELOPMENT CORPORATION**

**Application Proforma for the post of YP (Media Communication) in NCDC on contract basis**

1. Name of the Application: \_\_\_\_\_
2. Gender: \_\_\_\_\_
3. Mother's/Father's Name: \_\_\_\_\_
4. (i) Date of Birth (dd / mm / yyyy) : \_\_\_\_\_  
(ii) Age as on closing date of application : \_\_\_\_\_
5. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Domicile (Name of State): \_\_\_\_\_
7. Marital Status: \_\_\_\_\_
8. Religion: \_\_\_\_\_
9. (i) Category (UR/SC/ST/OBC/EWS): \_\_\_\_\_  
(ii) Sub - Category (Persons with Benchmark Disability/Ex-Serviceman): \_\_\_\_\_
10. Address for communication: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. Phone Number & E-mail Id: \_\_\_\_\_  
\_\_\_\_\_
12. Any other relevant information (use a separate sheet, if necessary)  
\_\_\_\_\_  
\_\_\_\_\_
13. Knowledge of Language :

| Language | Can Speak | Can Read | Can Write |
|----------|-----------|----------|-----------|
|          |           |          |           |
|          |           |          |           |
|          |           |          |           |

14. Educational Qualifications:

(Attach self-attested copies of mark sheets and certificates)

| Name of the Examination               | Certificate / Degree Name | Board/ University / College | Year of Passing | Grade /Division/ Percentage of marks in aggregate | Main Subjects | Remarks |
|---------------------------------------|---------------------------|-----------------------------|-----------------|---------------------------------------------------|---------------|---------|
| 10 <sup>th</sup> Standard/Equivalent  |                           |                             |                 |                                                   |               |         |
| 12 <sup>th</sup> Standard/ Equivalent |                           |                             |                 |                                                   |               |         |
| Graduation                            |                           |                             |                 |                                                   |               |         |
| Post-Graduation                       |                           |                             |                 |                                                   |               |         |
| Any others                            |                           |                             |                 |                                                   |               |         |

15. Work Experience (Attach self- attested copies of experience certificates with salary slip)

| Name of Office/Organization/ Employer (starting from the latest) | Post Held | Period |    | Remuneration or Pay Scale, if applicable | Nature of duties* | Sector (Bank/ Financial/ Developmental Institution etc) |
|------------------------------------------------------------------|-----------|--------|----|------------------------------------------|-------------------|---------------------------------------------------------|
|                                                                  |           | From   | To |                                          |                   |                                                         |
|                                                                  |           |        |    |                                          |                   |                                                         |
|                                                                  |           |        |    |                                          |                   |                                                         |
|                                                                  |           |        |    |                                          |                   |                                                         |

\*Provide detailed information of each assignment handled

16. Other related information (attach separate sheet, if required):

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17. A short note on your suitability for the post:

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18. Whether any Criminal case is pending against you? if yes, Please give details: Yes/No
19. Whether you were convicted by any court at any time in your life? if yes, Yes/No Please give details:
20. Whether any financial liabilities/ any other obligations are pending with Yes/No present employer? if yes, Please give details:
21. Whether you have any conflict of interest with or pecuniary interest that you Yes/No could derive by working in this assignment with the Government of India? If yes, Please furnish details:

## 22. UNDERTAKING

- (i) I have gone through the "vacancy circular/advertisement" and agree to the terms and conditions given there.
- (ii) I undertake to submit the original documentary proof in respect of my educational qualifications, work experience, date of birth, address and all other documents submitted by me as and when asked.
- (iii) I understand that I fulfil the eligibility criteria viz. age, education qualification and required experience as per the advertisement. In case of non eligibility my candidature is liable to be rejected without informing me.
- (iv) I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in Application form duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post.
- (v) If detained, convicted, debarred etc., subsequent to the completion and submission of the form, the details will be communicated immediately to NCDC, failing which it will be deemed to be suppression of factual information.
- (vi) The information/ details provided by me are correct and true to the best of my knowledge and no material fact having bearing on my selection has been suppressed/withheld. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after selection /interview, my candidature is liable to be rejected.

Date:

Place:

**Name & Signature of the applicant**