

HIGH COURT OF UTTARAKHAND

NAINITAL

Recruitment of Personal Assistant- 2023

APPLICATION FORM

Affix latest
self-attested
passport size
colour
photograph

Roll No.:.....
(For office use only)

1. Name of the Applicant
2. Gender Male Female Others
(Please tick the appropriate circle)
3. Father's/ Husband's Name
4. Address of Correspondence
(Including Pin Code)
5. Permanent Address
(Including Pin Code)
6. E-mail Address
7. Mobile/ Telephone no.
8. Date of Birth
- (Kindly enclose self-attested copy of matriculation/ birth certificate)
9. Age as on 01.07.2023
10. Are you a Citizen of India
11. For which category and sub-category (if applicable) do you claim reservation?
(Kindly enclose self-attested copy of certificate of prescribed category)
- (a) Scheduled Castes (S.C.)
- (a.1) S.C. – U.F.
- (b) Other Backward Classes (O.B.C.)
- (b.1) O.B.C. – U.F.
- (c) Economically Weaker Sections (E.W.S.)
12. Place of Domicile:
- State
- District
13. ID proof
(Kindly enclose self-attested copy)
- Id Proof Number:
14. (a) Marital Status
- (b) If Married, state whether you have more than one spouse living/ or married to a person
already having a spouse living

15. Particulars of Educational Qualifications:

Sr. No.	Name of Degree	Name of Board/ University	Subjects	Year	Grade or Division	Percentage of Marks

16. Particulars of Experience (if any)

Sr. No.	Name of Employer	Name of the Post Held	Date of Joining Service	Date of Leaving Service	Pay Scale

17. Date of issuance of N.O.C. (for Government Servants only)

18. Details of Demand Draft:

D.D. No. : Date:

Amount: Bank:

19. Have you ever been convicted in any case by any Court of Law Yes No
(Please tick the appropriate circle)20. Whether member of the establishment of High Court of Uttarakhand Yes No

If yes, kindly mention whether you have claimed Age relaxation for competitive examination or selection of this High Court, if yes how many times.....

21. Whether you want to appear for Hindi Typing & Shorthand Test.....

22. Details of enclosures:

(i) Certificate/Mark sheet of High School or equivalent certificate Yes/ No

(ii) Final Year Mark sheet along with Degree Certificate or Provisional Certificate of Graduation Yes/ No

- | | |
|---|---------|
| (iii) Domicile/ Permanent Resident Certificate | Yes/ No |
| (iv) Caste/ Category Certificate | Yes/ No |
| (v) 02 self-addressed envelopes affixing postal stamps | Yes/ No |
| (vi) Demand Draft (In Original) | Yes/ No |
| (vii) Photo ID card | Yes/No |
| (viii) Physically Handicapped (Locomotor Disability) certificate
(if applicable) | Yes/ No |

DECLARATION

I..... (Name of the Applicant), hereby declare that all the information submitted by me in the application form is true and correct to the best of my knowledge. I will submit the desired documents as and when required. If any information is found false at any stage, then my candidature/appointment may be cancelled.

Date:

Place:

Signature of the Applicant

HIGH COURT OF UTTARAKHAND

Recruitment of Personal Assistant-2023

-ADMIT CARD-

Name of Candidate:	Roll No: (For office use only)
Father's/ Husband's Name:	
Gender:	Date of Birth:
Affix latest self-attested passport size colour photograph	SIGNATURE OF ISSUING AUTHORITY

Post name	Claimed Category/ Sub-category
Personal Assistant	

- Please read the instructions given below carefully -

IMPORTANT INSTRUCTIONS

1. This Admit card will be used for Practical & Written Tests and is essential for entry to the examination centre. No candidate will be permitted to appear in the examination without admit card. The candidate will have to produce the admit card to the invigilators whenever asked for.
2. **BRING THE PHOTO ID PROOF (IN ORIGINAL) AS CLAIMED IN THE APPLICATION FORM.**
3. Candidate will be allowed to enter in the examination centre/hall 20 minutes before the commencement of the examination.
4. No candidate shall be allowed to enter in the examination hall after commencement of examination.
5. Candidates should check their pockets, desks, instrument boxes immediately after sitting on their seats. If any extra paper is found, it should be handed over to the invigilator before commencement of examination.
6. If any candidate is found using unfair means or obstructs examination in any way, action against him/ her shall be taken according to relevant rules.
7. Candidate must use only BLUE/ BLACK PEN for answering the questions. Use of pencil for writing is not allowed.
8. No Candidate shall be allowed to leave the examination centre/ hall till the examination is over.
9. Candidate shall leave the examination hall only after handing over the Answer Booklet to the invigilator when the examination is over. If a candidate carries the Answer Booklet outside the examination hall, action shall be taken against him/her as per rule. Candidate is permitted to take away the Question Paper only.
10. Cell phones, Pagers, Programmable Calculator, Bluetooth Devices, Earphones, Digital or Electronic Watch or any other electronic device are not allowed / strictly prohibited inside the examination centre.
11. Candidate should keep the admit card safely for future correspondence.
12. The candidature of the candidate is strictly provisional. If a candidate does not fulfil the conditions given in the advertisement or provides false information/ documents, his/her candidature may be cancelled at any stage.
13. Candidates are advised to get prior proper information about the examination centre to avoid any inconvenience.