

APPLICATION PROFORMA (State Resource Centre for Women)

Post Applied for.....

[1] PERSONAL INFORMATION:

Name (In Block Letters) -

Father's Name (In Block Letters) -

Date of Birth (Attach self-attested -

copy of Matriculation Certificate)

Postal Address with contact no. and email address:

Permanent Address:

Disability, if any:

- Have you been charge-sheeted, convicted of or pleaded guilty to an offence? Yes/No If yes particulars thereof and present status:
- Have you been associated with any organization that has been blacklisted OR has been proved of financial fraud? Yes/No

If yes, please explain:

[2] EDUCATIONAL INFORMATION: Please give details of your education track record (from high school to PG)

S.No	Qualification (Degree/PG with specialization)	Name of the College/University	Degree	Period (from-to)	% age Marks Scored
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[3] EMPLOYMENT HISTORY: (Give details of the last 3 postings)

Name of Organization	Position held/Designation	Period (from-to)	Address, Phone:,Email:	Job Responsibilities	Last Salary Drawn	Reasons for Leaving
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Total No. of year's employment experience:

[4] COMPUTER SKILLS:

Note-1:- Candidates applying for a post must ensure that they fulfill all the eligibility conditions on the last date of application. If on verification at any time before or after the interview or appointment, it is found that they do not fulfill any of the eligibility condition or it is found that the information furnished is false or incorrect their candidature will be cancelled. The experience will be considered only after acquiring the essential qualification.

Note 2:- Documents to be attached with the application form include;(i) One copy of latest stamp size photograph duly attested should be pasted on the application form;(ii) Attested photocopy of essential qualifications and experience.

Note- 3:- An application form will be summarily rejected if (i) a candidate makes more than one application for a particular category/post (ii) the application is unsigned/incomplete.(iii) the application is received in the Department office after the closing date, Department will not be responsible for any postal delay. (iv) a candidate does not possess the requisite academic qualification or experience on the cut off date.

References: (Please give details of two references)

- (1) Name/Title Address & Phone No:
Relationship with referee:
- (2) Name/Title Address & Phone No:
Relationship with referee:

DECLARATION:

I certify that the information furnished by me in this application is true and complete. I understand that false information may be grounds for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above (including the enclosed documents).

Date:

(Signature of the Candidate)

Place:



