

APPLICATION FORM

PERSONAL DETAILS

Application for the post of (Separate application for specific post)				Affix Recent self-attested Color Photograph	
Applicant's Name (In Block Letters)					
Address for Correspondence			Permanent Address		
Phone Number		Email ID			
Date of Birth (DD.MM.YYYY)		Sex	Male	Marital Status (Please Tick)	Unmarried
			Female		Married
Caste					
Mother's Name		Father's Name			
Nationality					

Educational Details- Attach Photocopies of Certificates & Mark Sheets

Qualification	Name of the qualification Awarded	From	To	School/College/ University	Subject/ Specialization	% /Grade/ Division	Full time/ Part time/ Distance learning
Under Metric (Only for the post of Cook, Helper & House Keeper)							
Secondary (Matriculation)							
Higher Secondary Education (+2)							
Graduation							
Post Graduation							
Others							

Employment Detail's (Previous) Attach Self-Attested Photocopies of Experience Certificates

Name of the Organization	Designation	Key Responsibilities Handled	Period	
			From	To

Current Employment- Attach proof of current Employment

Name of the Organization	Designation	Key Responsibilities Handled	Working From (Date)	Monthly Remuneration

Computer Literacy

Package/ Applications	Details of Exposure Proficiency

Language Proficiency

Language	Ability to Converse	Ability to Read	Ability to Write
English			
Hindi			
Odia			
Other (Specify)			

Referees two persons to whom you have reported professionally in the recent past whom we immediately approach for reference.		
	Referee-1	Referee-2
Name		
Address		
Organization		
Designation		
Phone/Mobile		
E-Mail ID		
Your professional Relationship with the Referee		

Signature of the Applicant

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this application form correctly describes me, my qualification, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, at any stage.

(Signature of Applicant)

Place:

Date:

Declaration

I, _____ Son/Daughter of _____

Address _____.

Do hereby declare that the foregoing information is genuine and correct to the best of my knowledge and belief and nothing has been concealed or distorted in it.

Further, I declare that I have never been involved in any criminal activities especially in child related offences and no police case has been lodged against me in the past. If anything found contrary to above declaration, my candidature will be rejected and I will be liable for disciplinary action.

Date:

Place:

Signature of the Applicant