

## **Application Form for Non-Teaching Post**

(Please read the notes given at the end before filling the form)

Paste Passport  
Size Photograph

| <b>Post Applied For</b> |  |                                     |
|-------------------------|--|-------------------------------------|
| 1                       | Name (In Block Letters)  |                                     |
| 2                       | Father/Husband's Name  |                                     |
| 3                       | Gender of Applicant  |                                     |
| 4                       | Date of Birth  | In Figures (DD/MM/YYYY):            |
|                         |  | In Words                            |
| 5                       | Age (As on 01.08.2020)   | Years:                      Months: |
| 6                       | Contact Details:   |                                     |
|                         | (i) Address for Communication  |                                     |
|                         | (ii) Email ID  |                                     |
|                         | (iii)  |                                     |
|                         | (iv) Mobile No.  |                                     |
|                         | (v)  |                                     |
| 7                       | Nationality  |                                     |
| 8                       | Marital Status (Married/ Unmarried)                                  |                                     |
| 9                       | Do you belong to any Reserved Category? If yes, Name of the Category |                                     |

10. Educational Qualifications:

(Starting from 10<sup>th</sup> standard & use separate sheet, if required)

| Examination Passed | Year of Passing | School/College/ University attended | Percentage by which Exam. Qualified | Main Subjects Studies |
|--------------------|-----------------|-------------------------------------|-------------------------------------|-----------------------|
|                    |                 |                                     |                                     |                       |
|                    |                 |                                     |                                     |                       |
|                    |                 |                                     |                                     |                       |
|                    |                 |                                     |                                     |                       |

11. Technical Qualifications (if any):

(Please use separate sheet, if required)

| Examination Passed | Year of Passing | School/College/ University attended | Percentage by which Exam. Qualified | Main Subjects Studies |
|--------------------|-----------------|-------------------------------------|-------------------------------------|-----------------------|
|                    |                 |                                     |                                     |                       |
|                    |                 |                                     |                                     |                       |
|                    |                 |                                     |                                     |                       |
|                    |                 |                                     |                                     |                       |

12. Experience: (Administrative/ Technical/ Any other):

| Name of the Organization | Post held/ Designation | Present Pay and Pay Level | Period |    | Nature of Duties Performed |
|--------------------------|------------------------|---------------------------|--------|----|----------------------------|
|                          |                        |                           | From   | To |                            |
|                          |                        |                           |        |    |                            |
|                          |                        |                           |        |    |                            |
|                          |                        |                           |        |    |                            |
|                          |                        |                           |        |    |                            |

13. Details of Computer Related Skills:  
(MS Office, On-line Meetings, Handling E mails & Mailbox, etc.)

14. Any other information:

Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Place: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_