ANNEXURE-IV

APPLICATION FOR THE POST OFFICE ASSISTANT OF

RSETI SHAHDOL ON CONTRACTUAL BASIS.

Paste Passport size photograph

Please sign across the photograph

To

Regional Manager/Co-Chairman (DLRAC)

Central Bank of India, Regional office

Opposite ICICI Bank , 2nd floor Above shubh kadam

New Bus Stand Road Shahdol PIN : 484001

With reference to your advertisement on Bank’s Website dated \_\_\_\_\_\_\_\_\_\_\_\_\_ I, submit my application for the post of OFFICE ASSISTANT in prescribed format as under:

|  |  |  |  |
| --- | --- | --- | --- |
| 1. | NAME (in full) | : |  |
| 2. | ADDRESS FOR CORRESPONDENCE | : |  |
| 3. | If person with Disability: |  |  |
| Type of disability | : |  |
| Percentage of disability | : |  |
| 4. | Date of Birth (as per School leaving  Certificate) | : |  |
| Age in completed years as on \_\_\_\_\_\_\_\_ | : |  |
| 5. | Contact Details: |  |  |
| Mobile No. | : |  |
| Landline No. | : |  |
| e-mail ID | : |  |
| 6. | GENDER | : |  |
| 7. | NATIONALITY | : |  |
| 8. | RELIGION | : |  |
| 9. | MARITAL STATUS | : |  |
| 10. | FATHER’s / HUSBAND’s NAME | : |  |
| 11. | PERMANENT ADDRESS: | : |  |

12. EDUCATIONAL QUALIFICATION:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Qualification | Details (SSC/HSC (10+2)/B.A/ B. Sc. / M.A / M. Sc. Etc.) | Board / University | Full Time / Part-Time | Year of Passing | Subject | Marks (Rank if any) |
| SSC/HSC (10+2) |  |  |  |  |  |  |
| Graduation |  |  |  |  |  |  |
| Professional  Qualification |  |  |  |  |  |  |
| Others --- |  |  |  |  |  |  |
| Computer  (Diploma/Degree/  Certificate) |  |  |  |  |  |  |

Note: Please attach copy of certificate **duly attested by self or any Gazetted officer.**

13.

A. RELATIVE EXPERIENCE (if any)-- Total (in years) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr. No. | Institution | Designation | Duration  From To | Responsibilities | Achievements |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Note: Attach **self-attested** letter/**certificate of employer/institution/organization** .

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 14. | Details of Present Employment | |  |  |
| (a) | Organization | : |  |
| (b) | Full Address | : |  |
| (c) | Position | : |  |
| (d) | Reporting to | : |  |
| (e) | Salary / Compensation  Presently drawn | : |  |

Note: Attach **self-attested** letter/**certificate of employer/institution/organization**.

|  |  |  |
| --- | --- | --- |
| 15. | Name & Address of two references: | |
| (1) | (2) |

DECLARATION : I hereby declare that the particulars furnished above are true and correct to the best of knowledge and belief and I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature / appointment for the said post is liable to be cancelled / terminated at any stage and if appointed, my service are liable to be terminated.

I hereby agree that any legal proceedings in respect of any matter of claims or disputes arising out of this application and / or out of said advertisement can be instituted by me only at Mumbai and Courts / Tribunals / Forums at Mumbai and undertake to abide by all the terms and conditions mentioned in the advertisement displayed on Bank’s website dated \_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature of applicant)

Place:

Date:

Enclosures: