**APPLICATION FORM**

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| Recent Photograph |

Application for the post of ***(POST NAME)*** under Northern Coalfields Limited (NCL) Project, supported by Northern Coalfields Limited, Singrauli Colliery, Singrauli, M.P., in the Department of Chemical Engineering & Technology, Indian Institute of Technology (BHU) Varanasi.

**1: Name of Applicant (in BLOCK LETTERS):**

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**2: Father’s Name:**

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**3: Email Id: 4: Contact Number:**

**4: Date of Birth:**

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**5: Permanent Address:**

**6: Address for Correspondence:**

**7: Educational Qualifications:**

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| **Name of Exam Passed** | **Name of Board/University** | **Year of Passing** | **% of Marks/CGPA** | **Division** | **Branch/Subject** | **Remarks** |
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**8: Professional/Additional Qualification (In chronological order only)**

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| **S.No** | **Exam/Diploma passed** | **Year of**  **Passing** | **University/Board/ Institution** | **Marks obtained/ Total aggregate** | **Percentage of Marks** | **Class/ Grade/ Division** |
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**9:Details of Post, Qualification, Regular Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient**

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| **S.No** | **Office/ Institution/ Organization** | **Nature of OrganisationCentral /State/ Autonomous/Govt. Undertaking/ University/Private/ NGO/others** | **Post held/ Designation** | **Period** | | | **Basic Pay scale as per6thCPC preferred**  **1)BasicPayScale**  **2)GradePay**  **3) Last basic pay drawn**  **4)Total Salary** | **Nature of duties**  **(in detail)** |
| From | To | Lengthof service  (Years/ Months) |
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**(Note: Post, Qualification, work experience details should start from present employmentand in chronologicalorder).**

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| **10:** |  | Have you ever been punished during your services or convicted by a court of law? If so, give details. |
|  |  | Were you at any time declared medically unfit or asked to submit your resignation or discharged or dismissed from service? If yes, give details in a separate sheet. |
|  |  | Do you have any case pending against you in any court of law? If yes, give details. |

**11: Give names, designations and addressees (Phone/Fax No./e-mail, if any, of three reference not related to you. References should be of persons with or under whom you have worked, or who have intimate knowledge of your work.**

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| **S.No.** | **Name** | **Designation** | **Address** | **Mobile No.** | **E-mail** |
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**12: Additional information, if any, which you would like to mention in Support of your suitability for the post**

**Declaration**

I hereby declare that I have carefully gone through the advertisement notifying the vacancy and certify that to thebest of my knowledge, the particulars given by me are correct. I am well aware that the application proforma duly signed by me will be assessed by the Selection Committee at the time of selection for the post. In case, any information is found to be false at any stage, even after the appointment, my candidature/services may be terminated without notice or any compensation in lieu thereof.

Place:

Date:

**(Signature of the Candidate)**

**(Name of the candidate in Capital letters)**

**General Instruction:-**

1. The Candidates should bring their original certificate for verification at the time of interview.
2. Applicants in employment (Government/Semi Government/Autonomous organizations) are required to submit a No Objection Certificate from the employer at the time of interview
3. An applicant has to ensure authenticity of information provided in support of experience claimed, other documents and photograph.
4. The qualification and experience may be relaxed at any point of time by the institute for exceptional candidates.
5. There is no application fee.
6. The candidate should fulfill all the eligible requirement on the date of submission of application form.
7. No TA/DA will be paid for appearing in interview.
8. The candidates do not confer any right, claim, implicit or explicit for continuation/regularization/absorption against any post/position in the institute.
9. These information are ex-cadre and do not form parts of the regular establishment of the institute, but are merit to meet non-regular and limited time urgencies.
10. The post is temporary and is co-terminus with the project.
11. Institute have right to withdraw this post in any time.
12. Candidates should send self-attested copies of certificate and mark-sheets from matriculation onwards in support of their qualifications. Originals should not be sent along with the application but these must be produced at the time of interview.
13. No correspondence will be entertained after the last date of submission of application.

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