

## Annexure- I

## APPLICATION FORM

<b><u>Application for the Post of – Advisor (Talcher Fertilizer Project)</u></b>			AFFIX PASSPORT SIZE PHOTO DULY SIGNED	
(Please read the instructions carefully before filing the Form)				
1	Name in Full			
2	Date of Birth		Age as on 01.03.2023 :	
3	Address for Correspondence with Pin Code			
	Telephone Nos /Mobile No.		Tel.no.	Mobile No.
4	Permanent Address			
	Telephone Nos/ Mobile No.			
5	E-mail			

**6. QUALIFICATIONS (starting from SSC)**

Sl. No.	Qual.	Branch	University/ Board	Year of Passing

(If any additional information regarding qualification please attached separate sheet.)

**7. DETAILS OF EXPERIENCE: (Starting from Present Position)**

Sl. No.	Name of the Organization	Designation	From (date)	To (date)	Total experience (years, months, days)	Employer Whether Private/ Govt./PSU


Note - Please attach a separate sheet narrating the details of jobs and responsibilities handled.

**8. TOTAL EXPERIENCE:**

Total Experience	<u>Years</u>	<u>Months</u>
9. PAY SCALE/GROSS PAY	Pay Scale: _____	
	Gross Pay Rs.: _____ Per Month	
	Gross Pay per annum _____	
PRESENT DESIGNATION		

10. HAVE YOU EVER BEEN CONVICTED BY ANY COURT OF LAW OR ANY DISCIPLINARY PROCEEDING / ENQUIRY IS PENDING AGAINST YOU OR ANY PENALTY HAS BEEN IMPOSED UPON YOU? IF YES, GIVE DETAILS.	YES/NO
HAVE YOU EVER FACED ANY EXTRADITION / DEPORTATION PROCEEDINGS? IF YES, GIVE DETAILS	YES/NO

**11. JOINING TIME**

How soon can you join if offered appointment	
--	--

I state that all the information given above is true and correct. In case any of the details given above turns out to be false I will make myself liable to lose the candidature.

Date:

Place:

\_\_\_\_\_  
Signature of the Candidate

## INSTRUCTIONS

1. AFFIX PASSPORT SIZE PHOTO DULY SIGNED.
2. FILL THE FORM IN CAPITAL LETTERS ONLY.
3. GIVE THE TRUE, COMPLETE AND CORRECT INFORMATION IN THE APPLICATION FORM. IN CASE THE INFORMATION IS FOUND TO BE FALSE OR INCORRECT, THE CANDIDATE WILL NOT BE CONSIDERED FOR INTERVIEW/APPOINTMENT IF MADE WILL BE CANCELLED.
4. ENCLOSE ATTESTED COPIES OF CERTIFICATES / DOCUMENTS IN SUPPORT OF INFORMATION GIVEN IN THE APPLICATION REGARDING AGE, WORK EXPERIENCE.
5. SEND THE APPLICATION IN AN ENVELOPE SUPER-SCRIBING "NAME OF THE POST APPLIED FOR"
6. IMPORTANT
  - (a) ENSURE IN YOUR OWN INTEREST THAT YOU FULFILL THE ELIGIBILITY CRITERIA.
  - (b) IN SUPPORT OF EXPERIENCE YOU ARE REQUIRED TO ATTACH SERVICE CERTIFICATE, APPOINTMENT LETTER, RELIEVING LETTER, ETC.

\*\*\*\*\*