

**Application for the post of  
Office-cum-Accounts Assistant**

Paste Passport  
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photograph

1. Name of the Post :
2. Name of the applicant and Date of Birth :
3. Postal Address :
4. Contact Telephone Number :
5. E-mail ID :
6. Educational Qualifications :  
(Candidate must be atleast a Graduate  
and Xerox copies of Certificates from  
SSC onwards must be enclosed)
7. Past Service in the relevant field :  
with details, including last pay drawn
8. Expected remuneration per month :

**DECLARATION**

9. I hereby declare that the above information is true to the best of my knowledge and belief. If anything is found false at any stage, my candidature may be cancelled without assigning any reason thereof.

Date:

**Signature of the Applicant**