

Application form
(For preparing panel of Data Entry Operators in District Jind)

*Affix recent
passport size
Photograph
duly attested by
a Gazetted
Officer*

1. Name of the Applicant : _____
(in block letters)
2. Father / Husband's Name : _____
3. Date of Birth : _____
4. Sex (Male / Female) _____
5. Marital Status _____
6. Category (General / SC / BC / OBC): _____

7. Qualification:

S.#	Name of Exam	Subjects Studied	Board / University	Year of Passing	Percentage of Marks obtained

8. Experience :

Employer	Date of Joining	Date of Leaving	Period Served	Nature of Work handled	Monthly Emoluments

9 Whether willing to appear for Skill Test in : a) English b) Hindi c) Both

10. Whether willing to appear for additional proficiency test in

- a) Accountancy (Tally) b) GIST Hindi
c) Steno Hindi/English d) web page designing

11 Address for Correspondence:

12 Permanent Address :

13 Phone Number :

14 E-Mail Address :

15 List of Enclosures:

- (i) _____
(ii) _____
(iii) _____
(iv) _____
(v) _____

Undertaking :

I, _____ hereby certify that the details given above are true to the best of my knowledge and belief. I have gone through the guidelines and further understand that if any information furnished by me is found to be incorrect, it will entail forfeiture of my candidature.

Signature of the Applicant

Date:

Place:

ADMIT CARD

(For preparing panel of Data Entry Operators in District Jind)
(To be shown by the Candidate while reporting for Skill Test)

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Admit Mr / Miss / Smt _____ S/o. D/O, W/o Sh _____ for
the skill test to be held on _____ < Dated > ____ at _____ < Time > ____ <
Venue > _____ in Hindi / English / Both.

He/She has desired to be judged for additional proficiency in Accounting

(Tick any one or two only)

- GIST Hindi
- Stenography (Hindi)
- Stenography (English)
- Web page designing

Signature of the Issuing Authority
With Seal