

DATA SHEET—RECRUITMENT OF ASSISTANTS—2023

(TO BE BROUGHT IN 3 COPIES-1 ORIGINAL +2 COPIES)

VENUE OF RLT:

AFFIX RECENT PASSPORT SIZE COLOUR PHOTOGRAPH & SIGN ACROSS

Post Applied for State Applied for	:	ASSISTANT		
Roll No Name in Full (In CAPITAL LETTERS)	:	SHRI/SMT/KUM		
Father's/Husband's Name & Occupation	:	(First Name) (Middle Name) (Last Name)		
Present Address in full for Correspondence	:			
		Pin		
E-mail	:	Fill		
Phone / Mobile	:			
Alternate Mobile no.	:			
Nearest Railway Station	:			
Permanent Address	:			
		Pin		
Category	:	SC () ST () OBC () EWS () Unreserved ()		
Change of category from that		Domiciled :		
furnished in the application form		Caste Cert. Ref. No.		
will disqualify the candidate from		Date of Issuance :		
recruitment process		Issuing Authority:		
*Whether Ex-Serviceman/ Disab	led E	x-S/Dependent Ex-S(please specify) Yes /No		
*Whether PWD(VI/HI/OC/ID)(please Specify with percentage of disability)				

*certificates/documents copy in prescribed format to be attached and original produced

*Whether existing confirmed Employees of Public Sector General Insurance Companies (including GIC and Agriculture Insurance Co. of India Ltd.) *certificates/documents copy in prescribed format to be attached and original produced	Yes ()/No () If Yes, S.R.NoDesignation Name of the Company/Corporation Place of Posting Date of Confirmation			
Date of Birth	/	/	(dd/mm/yyyy)	
Age as on 30-09-2023		_years		
Place of Birth				
State of Domicile				
Gender	Male () / Female ()	
Religion				
Marital Status				
Languages Known(Read,Write,Speak)	(1)	(2)	(3)	
	(4)	(5)	(6)	

Qualifications as on 30.09.2023

	Name of University / Institution	Exam Passed	Date of passing Exam	Aggregate marks (%)*	Class / Division or Rank	Subjects Offered
SSC						
HSC						
Graduation						
Post Graduation						
Any Other						

*Conversion of CGPA(Practice as adopted by University) Proof to be attached .

*Marks Calculation method, if specific, adopted by the University, proof to be attached.

Separate Sheet may be enclosed if space not sufficient.

Are You pursuing further studies (if yes, give details)			
Preferred Places of posting in the state	1.	2.	3.

Please provide three different options.Note: These preferences are not binding on the Company. Candidate may be posted to any location other than the preferred ones mentioned here

Insurance Qualification, if any

Examination passed	Year of passing	Name of Institution

Past and Present Employment (To be furnished in detail)

Name and Full address of Employer	Designation /	Period		Scales &	Reason(s)
(s)	Post held	From	То	Pay drawn	for leaving

Experience certificate to be enclosed.

Candidates serving in Government / Quasi govt. offices/Public Sector Undertakings (including Nationalized Banks and Financial Institutions)/ Others are required to produce a **"No Objection Certificate"** from their employer at the time of Regional Language Test, in the absence of which their candidature will not be considered. The candidates selected will have to serve a minimum period of 5 years in the posted location. Appearing for the RLT will not automatically confer any right of being selected for the said post. The decision of the Company will be final and binding in all matters *Separate sheet may be enclosed if space not sufficient.*

The candidates are advised to satisfy themselves before their appearance in the Regional Language Test that they fulfill the requirement as to age, qualification, etc. and if found ineligible their candidature will be cancelled at any stage of recruitment. Appearing for the Regional Language Test will not automatically confer any right of being selected for the said post. The decision of the Company will be final and binding in all matters.

I hereby declare that :

- I have carefully read and understood the instructions given in the advertisement and all statements made in the application are true and correct to the best of my knowledge and belief and no relevant information has been concealed. I am not aware of any circumstances which might impair my fitness for employment under Government/PSU.
- 2. Mere submission of application for this post will not entail right for claiming appointment.
- 3. In the event of any information being found false or incorrect, and in the event of any misrepresentation, mis-statement or discrepancy in the particulars being detected prior to or after my appointment, my candidature / services for the post applied is liable to be cancelled / rejected / terminated forthwith at any stage without giving any notice to me.
- 4. I am willing to serve the Company anywhere in India. During the tenure of my service, I shall be liable to be transferred to any place in India and/or outside India, within or across the Public Sector Non-Life Insurance Companies / General Insurance Corporation of India (GIC) or from one department to another or to be deputed to any organization / institution / entity / department associated with and/ or affiliated to the Companies / GIC or with whom they have any official relation or business link as may be deemed from time to time.
- 5. I agree that the Company has the right to transfer me to any part of the Country at its discretion.
- 6. I have never been debarred / disqualified / restricted from appearing in any examination, selection, interviews, etc., conducted by any institution, board, Public Service Commission, Staff Selection Commission or instrumentality of the State.
- 7. I have never been arrested, prosecuted, convicted, fined, or any case is pending in any Court of Law or involved in any other case registered by Police at the time of submitting this application for the post applied.
- 8. I have never been expelled /withdrawn/discharged from any training Institution of Government or others.
- 9. If detained, arrested, prosecuted, bound down, fined, convicted, debarred etc. subsequent to the completion and submission of this application, the details will be communicated immediately in writing to the Company, failing which it will be deemed to be suppression of factual information.
- 10. The information provided by me is complete and correct and if found false, suppressed or incomplete, either at the recruitment stage or at any time during the course of employment, I may be disqualified and my services would be liable to be terminated forthwith without any notice.

Date:

Place :

*(SIGNATURE OF CANDIDATE)

Note: *The data sheet should be signed in front of the Company Officials at the Regional Language Test Venue