

DATA SHEET

TO BE BROUGHT IN 2 COPIES (1 ORIGINAL + 1 COPY)

AFFIX RECENT
PASSPORT SIZE
COLOUR
PHOTOGRAPH &
SIGN ACROSS

Post Applied for : ASSISTANT
State Applied for : _____
Roll No : _____
Name in Full (In CAPITAL LETTERS) : SHRI/SMT/KUM

(First Name) (Middle Name) (Last Name)

Father's/Husband's Name & Occupation : _____

Present Address in full for Correspondence : _____

_____ Pin

E-mail : _____
Phone / Mobile : _____
Alternate Mobile no. : _____
Nearest Railway Station : _____
Permanent Address : _____

_____ Pin

Category : SC () ST () OBC () Unreserved ()

Change of category from that furnished in the application form will disqualify the candidate from recruitment process

Domiciled : _____
Caste Cert. Ref. No. _____
Date of Issuance : _____
Issuing Authority: _____

***Whether Ex-Serviceman/ Disabled Ex-Serviceman(please specify)** Yes /No _____

***Whether PWD[LD(OH) VI/HI/ID] (please Specify with percentage of disability)** _____

***Persons ordinarily domiciled in the State of Jammu & Kashmir during the period 1.1.1980 to 31.12.1989** Yes/No _____

*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.)**

Yes () / No ()

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

If Yes, S.R.No. _____ Designation _____
 Name of the Company/Corporation _____
 Place of Posting _____
 Date of Confirmation _____

Date of Birth _____/_____/_____ (dd/mm/yyyy)

Age as on 30-06-2018 _____ years

Place of Birth _____

State of Domicile _____

Gender Male () / Female ()

Religion _____

Marital Status _____

Languages Known (1) _____ (2) _____ (3) _____

(4) _____ (5) _____ (6) _____

Qualifications as on 31-07-2018

	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) _____

Academic Distinctions, prizes, scholarships, etc.: _____

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 (s)	Designation / Post held	Period		Scales & Pay drawn	Reason(s) for leaving
		From	To		

Experience certificate to be enclosed.

Candidates serving in Government / Quasi govt. offices/Public Sector Undertakings (including Nationalised 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 and travelling expenses, if any, otherwise admissible, will not be paid.

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 :

1. 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 RegionalLanguage Test Venue

