

## ASSISTANT RECRUITMENT EXERCISE 2023

### DATA SHEET

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

AFFIX RECENT  
PASSPORT SIZE  
COLOUR  
PHOTOGRAPH &  
SIGN ACROSS

<b>Post applied for</b>	<b>ASSISTANT</b>													
<b>State / UT applied for</b>														
<b>Venue of RLT</b>														
<b>Roll Number</b>														
<b>Full Name</b> (in Capital letters)	<b>MR. / MRS. / MS.</b>													
			(First Name)			(Middle Name)			(Last Name)					
<b>Father's / Husband's Name &amp; Occupation</b>														
<b>Present Address in full for correspondence</b>														
	<b>State</b>					<b>PIN</b>								
<b>E-mail ID</b>														
<b>Mobile Number</b>														
<b>Alternate Mobile No.</b>														
<b>Nearest Railway Station</b>														
<b>Permanent Address</b>														
	<b>State</b>					<b>PIN</b>								
<b>Category</b> (please tick)  Change of category from that furnished in online application form will disqualify the candidate from recruitment process	<input type="checkbox"/>	Un-Reserved	<input type="checkbox"/>	SC	<input type="checkbox"/>	ST	<input type="checkbox"/>	OBC	<input type="checkbox"/>	EWS				
	<b>Domiciled :-</b>													
	<b>Caste Name :-</b>													
	<b>Caste Certificate Ref. No. :-</b>													
	<b>Date of Issuance :-</b>													
<b>Issuing Authority :-</b>														
<b>Whether PwBD</b> (please tick)	<input type="checkbox"/>	Yes	<b>Type of Disability :-</b>	<input type="checkbox"/>	VI	<input type="checkbox"/>	OC	<input type="checkbox"/>	HI	<input type="checkbox"/>	ID / MD	<b>Percentage of Disability :-</b>	<input type="checkbox"/>	%
	<input type="checkbox"/>	No												
<b>Whether Ex-Servicemen / Disabled Ex-Servicemen / Dependent of Servicemen killed in Action</b> (please specify)														
<b>Whether existing confirmed employee of Public Sector General Insurance Companies (including GIC &amp; AICL)</b>	<b>Yes / No</b>													
	<b>Name of Company / Corporation :-</b>													
	<b>If Yes, Salary No. :-</b>					<b>Designation :-</b>								
	<b>Place of Posting :-</b>					<b>Date of Confirmation :-</b>								

<b>Date of Birth</b>	/ / (dd/mm/yyyy)			
<b>Age as on 01/01/2024</b>	years			
<b>Place of Birth</b>				
<b>State of Domicile</b>				
<b>Gender</b> (please tick)	Male	Female	Other	
<b>Religion</b>				
<b>Marital Status</b>				
<b>Language known</b>				

<b>Educational Qualification as on 01/01/2024 :-</b>						
	<b>Name of Board / University</b>	<b>Examination Passed</b>	<b>Date of Passing</b>	<b>Aggregate Marks &amp; %</b>	<b>Class / Division</b>	<b>Subjects Offered</b>
<b>1) SSC</b>						
<b>2) HSC</b>						
<b>3) Graduation</b>						
<b>4) Post Graduation</b>						
<b>5) Any other</b>						
<b>Are you pursuing further studies</b> (If yes, give details)						
<b>Academic Distinctions, prizes, scholarships, etc.</b>						
<b>Insurance Qualification</b>	<b>Name of Institute</b>		<b>Examination Passed</b>		<b>Date of Passing</b>	

<b>Past and Present Employment (to be furnished in detail along with Experience Certificate) :-</b>					
<b>Name &amp; full address of Employer(s)</b>	<b>Designation / Post held</b>	<b>Period</b>		<b>Scales &amp; Pay drawn</b>	<b>Reason(s) for leaving</b>
		<b>From</b>	<b>To</b>		

Candidates serving in Government / quasi Govt. offices / Public Sector Undertakings (including Nationalised Banks and Financial Institutions) and other institutions 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.

At the time of Regional Language Test, candidates must bring with them and produce all original certificates, mark-sheets, documents along with 2 sets of self-attested copies of each document.

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

### **CANDIDATE'S DECLARATION**

**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 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.
- 5) 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.
- 6) I have never been expelled / withdrawn / discharged from any training Institution of Government or others.
- 7) 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.
- 8) 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.
- 9) 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
- 10) I agree that the Company has the right to transfer me to any part of the Country at its discretion.

**\* Signature of Candidate :**

**Date :**

**Place :**

**\* Note :** Data Sheet should be signed in front of the Company Officials at the Regional Language Test Venue.