

**APPLICATION FOR CONTRACTUAL ENGAGEMENT FOR THE
CLERICAL POST (GROUP 'C') CATEGORY**

To The District Magistrate & Collector, Bankura Post & Dist. - Bankura PIN - 722101	For office use only
	Received on :
	Roll No :

BIO DATA (To be filled in by the Candidate in BLOCK CAPITAL LETTER)

1. Name of the Candidate	Recent Passport Size colour photograph, duly self attested, to be pasted firmly, not to be stitched or stapled									
2. Father/Husband's Name										
3. Address for contact										
4. Contact No (Phone/Mobile)										
5] date of birth (dd/mm/yyyy)	6] date of retirement (dd/mm/yyyy)	5] Age as would be on 01/01/2024	8] P.P.O. No. (A photocopy of the P.P.O. is to be attached)							
		Years	Months							
9. Educational qualification										
10. Department for which served										
11. Last post held										
12. Last pay drawn (in Rs)	13] Amount of pension drawn in full (photocopy of certificate from the Treasury Officer is to be attached (In Rs.)	14] Difference of Gross of 12 & 13								
Pay band	Band pay	Grade pay	D.A.	HRA	MA	Gross Pay	Basic Pension	Dearness Relief	Medical	Gross
15.	Whether the applicant was subjected to Disciplinary proceeding during service (Write Yes/No), if Yes, please mention details thereof									
16].	Whether posses knowledge in Computer Operation (Write Yes/No), if Yes, please mention details thereof									
17].	Whether the applicant is already serving as a retired engaged employee in any govt. office (Write Yes/No), if Yes, please mention details thereof									

DECLARATION

I Solemnly declare that (a) all statements made in this application are true, complete and correct (b) original documents will be produced on demand (c) I agree to take the interview on the condition that the authority may set aside my candidature in the event of any information being found false or incorrect, even after finalization of result (d) I have not submitted/shall not submit another application for the same purpose.

Place : Date :

[Full signature of the candidate]

[Unsigned/signed in Block capital will be rejected]

Enclosure :-

1. A self addressed envelope (10cmx25cm) with postage affixed Rs. 5/-
2. A passport size colour photographs, duly signed by the candidate, stitched with a durable string
3. Self Attested photocopies of :-
 - ✓ Testimonial of the highest Educational Qualification
 - ✓ Testimonial regarding proof of age
 - ✓ Letter of first appointment in government office & order of promotion to the last designation held during the service life
 - ✓ Pension Payment Order
 - ✓ Last Pay Certificate of the applicant
 - ✓ Photocopy of certificate from the Treasury Officer regarding amount of total pension drawn.

IMPORTANT INSTRUCTIONS:-

- The authority will not hold any responsibility for postal delays. No belated request for acceptance of application will be entertained .
- Any attempt of Canvassing/imposing influence upon the authority would seriously be viewed.
- Stipulated date for submission of application form is **21.12.2023 to 05.01.2024**
- Date & Place of Interview- On **15/01/2024** from **10 A.M.** at the office Chamber of the Addl. District Magistrate (Gen), Bankura, 1st Floor Administrative Building, Office of the District Magistrate, Bankura.