

Application for the post of Accounts Executive

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1. Personal Details:

a)	Name	
b)	Father's /Husband's Name	
c)	Date of Birth	
d)	Age as of date	
e)	Gender	
f)	Marital Status	
g)	Category (SC/ST/OBC/GEN)	
h)	Are you a PwD Candidate? (Yes/No)	
i)	Nationality	

2. Contact Details:

	Address for Correspondence	Permanent Address
Address		
Tel No.		
Mobile No.		
E-Mail		

3. Educational Qualifications:

S.No.	Examination Passed	Name of the institution/University	Year of Passing	% of Marks	Specialization

4. Current Employment Details:

S. No.	Organisation	Designation	Current Monthly Gross Pay (Rs)	Period		Job Description
				From (dd/mm/yyyy)	To (dd/mm/yyyy)	

5. Previous Work Experience:

S. No.	Organisation	Designation	Monthly Gross Pay (Rs)	Period		Job Description
				From (dd/mm/yyyy)	To (dd/mm/yyyy)	

6. Any Achievement:

S. No.	Details	Date of Certification

7. Total Relevant Work Experience (in years):

8. Any other information relevant to the job:

I certify that the information given above is true and correct to the best of my knowledge.

Date:

(Signature of the Candidate)

Candidates are required to bring the following original certificates for verification during the selection process, along with self-attested copies of the same:

1. Id Proof
2. Educational Certificates
3. Age Proof
4. Work Experience Certificates
5. Category Certificates (If any)
6. 2 Passport-sized photos