**APPLICATION FOR THE POST OF ASSISTANT AUDIT/ACCOUNTS OFFICER/ PRIVATE SECRETARY/ JUNIOR TRANSLATOR/ SR. ACCOUNTANT/ SR. AUDITOR/ACCOUNTANT/ AUDITOR**

|  |  |  |
| --- | --- | --- |
| 1. | Name in full (Shri./Smt./Ms./Kum.) |  |
| 2. | Present Post held |  |
| 3. | Date of entry into Govt. Service |  |
| 4. | Date of entry into IA&AD |  |
| 5. | Office to which the applicant belong   1. Parent Office 2. Present Office |  |
| 6. | Date of Birth |  |
| 7. | Qualifications:   1. Educational 2. Professional |  |
| 8. | Permanent Address |  |
| 9. | Present Address |  |
| 10. | Date of Joining/ Promotion to the current cadre |  |
| 11. | Present Pay and Pay Level |  |
| 12. | Whether belonging to SC/ST |  |
| 13. | Experience Profile[[1]](#footnote-2) |  |
| 14. | Proficiency in computer, details may be given1 |  |
| 15. | Mobile Number and official email ID |  |
| 16. | Any other relevant details1 |  |

तारीख/Date:

जगह/Place:

**(आवेदक के हस्ताक्षर/Signature of Applicant)**

यह प्रमाणित किया जाता है कि उपरोक्त दिए गए विवरण कार्यालय रिकॉर्ड के अनुसार सही हैं।

It is certified that the above particulars furnished are correct as per office records.

**विभागाध्यक्ष के हस्ताक्षर (मोहर के साथ)**

**Signature of the Head of the Department (with stamp)**

1. Separate annexure may be attached [↑](#footnote-ref-2)