

Phone No.: 07672-298414, Mobile No.: 8109806235, email id: alhbrsetisatna@gmail.com

APPLICATION FOR ENGAGEMENT AS OFFICE ASSISTANT ON CONTRACT BASIS

1. Name :
2. Father's Name :
3. Age & DOB :
4. Permanent Address :
5. Correspondence Address :
6. Contact Number :
7. Email id :
8. Language known :
9. Marital Status :
10. Nationality :
11. Educational Qualifications

Please affix your recent passport size photo here

| Sl. No. | Qualification | Specification/ Main Subject | Name of Institute & University/ Board | Year of Passing | % of Marks |
|---------|---------------|-----------------------------|---------------------------------------|-----------------|------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |

12. Technical Skills : Typing/Computer

13. Work Experience

| Sl. No. | Organization | Designation | Nature of Job | Period |
|---------|--------------|-------------|---------------|--------|
| 1 | | | | |
| 2 | | | | |

I hereby declare that above information given by me is correct and true to the best of my knowledge. I accept the terms and conditions as mentioned above.

Date :

Place :

Signature of the Applicant

