

APPLICATION FORM FOR ENGAGEMENT OF OFFICE ASSISTANT/CLERK
PROFORMA

STATE : Chandigarh
DISTRICT: Chandigarh
Application No. _____
(For Office use)

APPLICATION FOR THE POST OF

1.

Name of the Applicant:

(In Block letters)

2.

Father’s Name:

(In Block Letters)

3.

Date of Birth:
(in Christian Era)

4.

Age as on 30.10.2026:

5.

Address:
a) Permanent Address
(With Pin Code)

b) Correspondence Address
(With Pin Code)

c) Contact No.

d) Email ID:

6.

Present Occupation:

Paste recent
passport size
photograph duly
attested by
Gazetted Officer

7. Educational Qualifications:-

Examination Degree/Diploma	University/Board	Subject	Year of Passing	%age of marks Class/Grade Distinction

8.

Experience:

9.

Nationality:

10. Marital Status: _____

11. Whether any criminal case has ever been lodged/ is pending against you? If yes, please provide the details of the said case.

Date:

Place:

Signature of the Applicant

Declaration by the Applicant

- i) I certify that particulars/information given by me in the application form is true and correct according to my knowledge and nothing has been concealed therein and that in case any information/particulars(s) is/are found to be false, fabricated, misrepresented, suppressed or concealed, I shall be liable for appropriate legal action including removal even after my engagement without any notice.
- ii) I also solemnly affirm and declare that no criminal case/complaint/inquiry is pending against me and I have also not been charge-sheeted in any inquiry/case.
- iii) I have never been debarred from appearing at any examination.
- iv) I understand that if any column is left blank, my application can be rejected.

Date:

Place:

Signature of the Applicant