

Office use only	
Application No. :.....	Inward No., Date & Seal

ADVERTISEMENT No.: 1 / 2013-14

Application for the post of “Stenographer (Grade III)”



Lokbharti Gramvidyapith
KRISHI VIGYAN KENDRA



At.: Sanosara Ta- Sihor, Dist : Bhavnagar, Gujarat – 364230

Note :

Application and All documents should be in A4 size Paper.



Lokbharti Gramvidyapith
KRISHI VIGYAN KENDRA

At.: Sanosara Ta- Sihor, Dist : Bhavnagar, Gujarat – 364230



Last Date of Application: 17/02/2014

Affix signed
pass-port size
Photograph
Here

Application for the post of “Stenographer (Grade III)”

PERSONAL HISTORY

1. Name : _____
(In Capital letters) *Surname* *Name* *Father's name*

2. Present Address

3. Permanent Address

PIN : _____ Ph. No. _____

PIN : _____ Ph. No. _____

E-mail : _____

4. Date of Birth: _____ Place : _____

5. Home State : _____ 6. Home Town : _____

7. Mother Tongue : _____ 8. Sex : Male / Female : _____

9. Marital Status : _____ 10. No. of Child : _____

11. Whether Belongs to SC / ST / SEBC / General : _____
(Please attach authenticated Certificate)

12. Present designation: _____

13. Present Pay Scale : _____

14. Father's / Husband's Name, Occupation and Address:

15. Personal Marks of Identification: _____

16. Language Proficiency:

Language	Speak	Read	Write

17. Education Qualification: (Attach certificates in sequence giving number 17 (i) onwards)

Sr. No.	Name of Examination / Degree	Year of Passing	Name of Board / University	Final Grade/ Percent	Subjects		Remarks / Special Achievements
				Class	Major	Minor	
i	12 th class						
ii							
iii							
iv							
v							

18. Employment Record (previous and present employment) :

(Attach certificates giving number 18(i) onwards)

Sr. No.	Period		Post held	Employer's Name & Address	Salary Scale	Reason of Leaving Service
	From	To				
1						
2						
3						
4						
5						

19. Any medical disability? Please specify : _____

20. Nationality: _____

21. Whether debarred from appearing any examination by any Board / Institute?

Yes **No**..... (If yes, Please give details on separate sheet)

22. Whether you have been punished / dismissed or convicted by any Institution/ Govt./ Court?

Yes **No**..... (If yes, Please give details on separate sheet)

23. Mention the time required for joining duties, if you are appointed on the post

Months Days.....

24. Extra curricular activities / interests and achievements

25. Any other information with regard to special qualification and experience etc. not covered above and which support your candidature, please mention in separate sheet of paper and attach it to this form giving number 25 (i) onwards, inserting here a reference to the sheet attached.

:: DECLARATION::

I, hereby declare that the information furnished above is true and correct to the best of my knowledge and belief and also that I have not concealed any factor, withheld any information regarding my past service and record. If, any information found to be incorrect or anything found to have been concealed, I will be disqualified for selection or if appointed, will be liable to termination without any notice of compensation.

Place:

Date:

(Signature of Applicant)

Details of Enclosures:

SUMMARY *(To be submitted in six (6) copies)*

1. Name : _____

(In Capital letters) *Surname*

Name

Father's name

2. Date of Birth: _____ Place : _____

3. Home State : _____ 4. Home Town : _____

5. Mother Tongue : _____ 6. Sex : Male / Female : _____

7. Marital Status : _____ 8. No. of Child : _____

9. Whether Belongs to SC / ST / SEBC / General : _____

10. Present designation: _____

11. Present Pay Scale : _____

12. Language known: _____

13. Education Qualification:

Sr. No.	Name of Examination / Degree	Year of Passing	Name of Board / University	Final Grade/ Percent Class	Subjects		Remarks / Special Achievements
					Major	Minor	
i	12 th class						
ii							
iii							
iv							
v							

14. Employment Record (previous and present employment) :

(Attach certificates giving number 14(i) onwards)

Sr. No.	Period		Post held	Employer's Name & Address	Salary Scale	Reason of Leaving Service
	From	To				
i						
ii						
iii						
iv						

15. Any medical disability? Please specify : _____

16. Nationality: _____

17. Whether debarred from appearing any examination by any Board / Institute?
Yes No.....

18. Whether you have been punished / dismissed or convicted by any Institution/ Govt./ Court?

Yes No.....

19. Mention the time required for joining duties, if you are appointed on the post

Months Days.....

20. Extra curricular activities / interests and achievements

I, hereby declare that the information furnished above is true and correct to the best of my knowledge and belief.

Place:

Date:

(Signature of Applicant)

**GENERAL INFORMATION AND INSTRUCTIONS FOR CANDIDATES
(TO BE RETAINED BY THE CANDIDATE)**

- This application form is to be filled in only for the post of stenographer (Grade III).
- Attach attested copies of supporting documents for date of birth, qualification, experience and publications along with a self addressed envelope (preferably of 9 x 4.5 inch² size) with application.
- Candidates from SC and ST category have to attach attested copy of authenticated caste certificate, whereas candidates from SEBC / OBC category have to attach attested copy of current year's non-creamy layer certificate.
- Applications should be filled in legible manner, preferably in capital letters.
- The address mentioned as **Present Address** in the application form, will be treated as correspondence address. Information regarding the advertisement will be communicated by the Trust through this address only.
- Applications lacking in any information will be rejected.
- The SUMMARY should be submitted in six copies with duly filled application form.
- Filled in applications, complete in all manner, should reach to **The Director, Lokbharti Gramvidyapith, At.: Sanosara, Ta- Sihor, Dist : Bhavnagar, Gujarat – 364230 on or before 17/02/2014.**
- Applications received after the last date, automatically stands rejected.
- Canvassing in any form will be treated as disqualification.
- Lokbharti Gramvidyapith Trust reserves all rights to call eligible candidates only as well as not to fill-in all or any post, if deems necessary.

Date: 18/01/2014

Place: Sanosara

**DIRECTOR
LOKBHARTI GRAMVIDYAPITH
SANOSARA**