

J&K GRAMEEN BANK OFFICE ATTENDANT (MULTIPURPOSE) RECRUITMENT PROJECT 2015 APPLICATION FORMAT

APPLICATION FOR THE POST OF OFFICE ATTENDANT (MULTIPURPOSE)

(Fill all columns in legible capital letters and use 21 cms × 34 cms size paper)

To
J&K Grameen Bank
Head Office,
Narwal, Near Fruit Complex
Jammu, J&K - 180006

Paste your recent passport size photograph & sign it across
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With reference to your advertisement in _____ dated _____, I
submit my application in the prescribed format.

1. **FULL NAME (IN BLOCK LETTERS)** (as it appears on your educational certificates) (leave one space blank between two parts of your name)

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2. **CANDIDATE'S ADDRESS FOR CORRESPONDENCE:**

(PLEASE ATTACH ATTESTED COPY OF Certificate wherever necessary)

3. **Indicate Category to which you belong to by marking '✓' in the appropriate box.**

SC	ST	OBC	GEN/OTHERS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. a) **Date of Birth** (As per School Leaving Certificate SSC/SSLC)

Date / Month / Year

Age as on 01.01.2015: Years Months Days

- b) **Are you seeking age relaxation?**

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

If yes, provide the details

5. **Details of Application Fees:**

Name of J&K Grameen Bank's Branch where application fee deposited through Fee Challan	Branch Code	Transaction ID No./ Scroll No.	Date of Fee Deposited	Amount Deposited (Rs.)

Photocopy of the Fee Challan Form through which requisite application fee has been deposited in favour of **JKGB Office Attendants (Multipurpose) Recruitment Project-2015** is to be attached with application form.

Fee for the post is Rs. 100/- for **General candidates** including OBC and Rs. 50/- for SC/ST /PWD category. Payment by Cash, Cheques, Postal Stamps, Money Order **will not be accepted** and such applications will be rejected.

6. CONTACT /TELEPHONE NO. (with STD code) _____
 7. FAX _____ E-MAIL _____
 MOBILE NO. _____

8. (i) GENDER (Mark '✓' in the appropriate box) MALE FEMALE

(ii) Are you a person with disability?
 (Mark '✓' in the appropriate box)

YES

NO

If Yes, a) Percentage of disability _____ (attach the certificate)

b) Type of disability:

VI

HI

OC

(iii) In case of SC/ST/OBC Candidate:

Name of the Caste/Class: _____.

9. FATHER'S /HUSBAND'S NAME (IN BLOCK LETTERS)

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10. NATIONALITY: _____

11. PLACE OF BIRTH:

Place _____ Distt. _____ State _____

12. PERMANENT ADDRESS (IN BLOCK LETTERS):

S	T	A	T	E													PIN			

13. Name of your Native District in J&K State

Name of District in J&K State

If yes, have you enclosed Nativity Certificate/Certificate of residence?

YES

NO

14. Have you registered your name with Employment Office?

YES

NO

If Yes,

Name of Employment Office: _____ District: _____

Registration No: _____ Registration valid upto _____

15. Educational and Professional Qualification as on 01. 01.2015 _____

Details of 10th Standard passed / matriculation as the eligibility criteria prescribed for the posts concerned in the advertisement. If all the information in these boxes is not provided, the application will be rejected.

Sr. No.	Examination Passed	Name of the Institution/University	Subjects studied in detail	Date, Month, Year of passing	Percentage of aggregate marks	Class Division
(If space is not sufficient please attach separate sheet)						

16. Particulars of Experience including the Present Occupation/Job (As on the date of application)

Sr. No.	Name of the employer(s), firm etc. and the nature & details of activities carried out by the employer	Designation and rank if any	Period of service		Length of service. Years, Months, Days	Nature of duties performed in detail	Remarks (Reason for Leaving service)
			From	To			

17. Languages known:

Sr. No.	Language	Read*	Write*	Speak*
*(Mark '✓' in the appropriate box)				

18. Before mailing application please check that you have correctly mentioned:

- a) Category/ Sub category and have enclosed copies of necessary certificates for SC/ST/OBC/PWD.
- b) Details regarding fees (Photocopy of the fee challan form to be enclosed)
- c) Address for correspondence.
- d) Details for claiming relaxation in age and the relevant certificate is enclosed.
- e) Nativity (Domicile) Certificate is enclosed.
- f) Copies of qualification certificates.

DECLARATION

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/ appointment is liable to be cancelled/ terminated. I am willing to serve anywhere in J&K State. I agree that the bank has the right to transfer me to any of the branch/office of the Bank.

I agree that any legal proceedings in respect of any matter(s) claims or disputes arising out of this application and /or out said advertisement can be instituted by me only at Jammu and Courts/Tribunals/Forums at Jammu only shall have sole and exclusive jurisdiction to try the cause/ dispute.

I undertake to abide by all the terms and conditions mentioned in the advertisement No. _____ dated _____ given by the Bank.

Place:

SIGNATURE OF CANDIDATE

Date: