**REGIONAL SCIENCE CENTRE**

**National Council of Science Museums**

Pandit Jawaharlal Nehru Marg

Bhubaneswar-751013

Application for the post of **Jr. Stenographer (Unreserved)**

in the Pay Matrix - Rs.25,500-81,100/- (Level 4) as per 7th CPC

vide Advertisement No. 03/2020

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| --- |
| *Affix recent passport size coloured photograph of the candidate with self-attestation across the photograph.* |

1. Name in full (in Block letters)

(in case of female candidate the appropriate

word “Miss” or “Mrs” should be given)

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2. Address: Present—

Permanent—

Telephone / Mobile No.

E-mail ID, if any.

3. Date and place of birth: i) Date:

1. Place:

4. Father’s / Husband’s Name

Address

Occupation

(if dead, state his last address, in case of married woman give husband name, address and occupation)

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5. Do you belong to Scheduled Caste/Tribe

(State yes or no and indicate caste)

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1. Particulars of educational qualifications:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Examination passed | Name of Board/ Universities | Division/class obtained | Year of passing | Subjects taken |
| (1) | (2) | (3) | (4) | (5) |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

7. Particulars of professional/technical qualification (Stenography/Typewriting/Computer etc.):-

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Examination passed | Name of Institution/College/  University | Class/Division obtained | Year of passing | Subjects taken | Present speed |
| (1) | (2) | (3) | (4) | (5) | (6) |
|  |  |  |  |  |  |

8. Experience (give details of all employments): -

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of employment | Name of employers | Date of joining | Date of leaving | Salary & grade |
| (1) | (2) | (3) | (4) | (5) |
|  |  |  |  |  |

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9. Are you a Government servant at present?

If so, please state whether your appointment

is temporary or permanent

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10. Are you willing to accept minimum initial

pay offered? If not, state the lowest initial pay that

you would accept in the prescribed scale

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11. Have you any relative working in this Museum?

If so, please give details.

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Note : 1) Information in respect of columns 5, 6,7,8 & 9 should be supported by attested copies of certificates and testimonials otherwise the application will not be considered.

2) If in Govt./Semi Govt. service, application should be routed through proper channel.

3) Canvassing in any form/or bringing in any influence, political or otherwise, will be treated as disqualification for the post.

Date: ………………………………………………

Candidate’s signature

***Endorsement by the present employer (if he/she is a Govt./Semi-Government servant)***

No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_