

**Application for the post of Office Assistant at RSETI, Raigad**  
(Application to be filled up in Capital letters in Blue/Black ink)

Photo

| APPLICATION FOR THE POST OF OFFICE ASSISTANT                               |             |                 |                              |
|--|-------------|-----------------|------------------------------|
| 1. NAME OF THE CANDIDATE<br>(STARTING WITH SURNAME)                        |             |                 |                              |
| 2. FATHER'S/HUSBAND'S NAME   |             |                 |                              |
| 3. DATE OF BIRTH   |             |                 |                              |
| 4. SEX   |             |                 |                              |
| 5. CATEGORY<br>(SC/ST/VJNT/OBC/OPEN)                                       |             |                 |                              |
| 6. PERMANENT ADDRESS   |             |                 |                              |
| 7. ADDRESS FOR CORRESPONDENCE  |             |                 |                              |
| 8. MOBILE & LANDLINE NUMBER  |             |                 |                              |
| 9. E-MAIL ID   |             |                 |                              |
| 10. EDUCATIONAL QUALIFICATION (STARTING FROM SECONDARY SCHOOL EXAMINATION) |             |                 |                              |
| SR.NO.   | EXAMINATION | YEAR OF PASSING | % OR MARKS /<br>GRADE / CGPA |
| 1  |             |                 |                              |
| 2  |             |                 |                              |
| 3  |             |                 |                              |
| 4  |             |                 |                              |

  

| SR.NO.                  | DIPLOMA/CERTIFICATE | SUBJECT |
|-------------------------|---------------------|---------|
| 1                       |                     |         |
| 2                       |                     |         |
| 3                       |                     |         |
| OTHERS (PLEASE SPECIFY) |                     |         |



| 11. WORK EXPERIENCE (PLEASE MENTION ALL ASSIGNMENTS AND WORK EXPERIENCE OBTAINED SO FAR)        |           |                          |        |        |
|---|-----------|--------------------------|--------|--------|
| NAME OF DEPARTMENT / OFFICE   | POST HELD | ROLES & RESPONSIBILITIES | PERIOD |        |
|   |           |                          | YEARS  | MONTHS |
|   |           |                          |        |        |
|   |           |                          |        |        |
|   |           |                          |        |        |
| 12. KNOWLEDGE OF COMPUTERS :<br>(NOTE: KNOWLEDGE OF MS OFFICE WITH MARATHI TYPING IS NECESSARY) |           |                          |        |        |
| 13. LANGUAGES KNOWN :   |           | READ                     | WRITE  | SPEAK  |
| a.  |           |                          |        |        |
| b.  |           |                          |        |        |
| c.  |           |                          |        |        |

\*\*\* ALL RELEVANT DOCUMENTS MENTIONED AS ABOVE MUST BE SELF ATTESTED.

**DECLARATION**

I, SHRI/SMT./KUM. \_\_\_\_\_ HEREBY DECLARE THAT, ALL THE INFORMATION FURNISHED HEREIN ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE & BELIEF.

PLACE:  
DATE:

SIGNATURE OF THE APPLICANT

