

**IRCON INTERNATIONAL LIMITED****Application Format for the post of Finance Assistant on contract basis vide - Advt. No. C-15/ 2024**

1. Name in full (In Block letters) : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Date of Birth (DD-MM-YY) : \_\_\_\_\_
4. Community (SC/ST/OBC/EWS/Gen): \_\_\_\_\_
5. Religion : \_\_\_\_\_
6. Marital Status -Married/Unmarried  
(If Married, mention Spouse Name): \_\_\_\_\_

Affix self-attested

Passport size

Photograph

7. Whether any of your Relative is working/worked in Ircon- Yes/No  
If Yes, please provide following details:

Name \_\_\_\_\_ Designation \_\_\_\_\_

Place of Posting \_\_\_\_\_ Relationship \_\_\_\_\_

Nature of Employment: Regular/Contractual/Service Contract/Deputation/Tenure (please tick).

8. Whether belong to Minority : Yes / No \_\_\_\_\_

9. Last/Present Organization : \_\_\_\_\_

(Please tick)

Govt. (Central/State)

PSU

Auto. Bodies

Others

- 10.

Correspondence Address	Permanent Address
_____	_____
_____	_____
_____	_____
State _____ Pin _____	State _____ Pin _____

11. Contact Number with STD Code : \_\_\_\_\_

12. E-Mail Address : \_\_\_\_\_

13. Qualifications (Academic & Professional):

Exam Passed	Year of Passing	Name of the Inst./ University	Marks obtained	Max. marks	%age of marks

#### 14. Work Experience as on 01-07-2024

Please give the detailed experience. Attach copy of **Experience Certificate(s)** or acceptable **proof of joining & relieving** in support of experience.

Post held with scale of pay or gross emoluments	Name of the Employer (Give the name of Organisation/ Company)	P E R I O D			Name of the Project(s) on which worked and nature of experience
		From Date DD/MM/YY	To Date DD/MM/YY	Total Duration (in Yrs. & Months)	

Total Experience = \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

\_\_\_\_\_  
Signature of the Candidate  
(Name of Candidate)

#### Declaration

I declare that the information furnished above by me is true to the best of my knowledge and belief and that nothing material has been concealed.

Place : \_\_\_\_\_

Date : \_\_\_\_\_

Signature of the Candidate

## OBC CERTIFICATE FORMAT

### **FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari.....son/daughter of  
..... of Village/Town .....in District/ Division  
.....in the State/ Union Territory..... belongs to the  
..... community which is recognised as a Backward Class under the Government of  
India, Ministry of Social Justice and Empowerment's Resolution No. ....  
Dated.....\*.

Shri/Smt./Kum.\* ..... and/or his/her family ordinarily reside(s) in  
the.....District/Division of the ..... State/Union  
Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in  
column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-  
Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training  
O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017\*\*.

Date:

**DISTRICT MAGISTRATE /  
DY. COMMISSIONER ETC.**

**(Seal )**

**\* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.**

**\*\* As amended from time to time.**

**Note: The term “Ordinarily” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.**