



Social Audit Unit, Jharkhand
Recruitment and Selection
Application Format



(For Office Use)

Name of the position:- _____

Registration No. /Application No. _____ Roll No. _____

A. Profile and Personal Information

1. Name of the Applicant _____

2. Gender* Male Female

3. Mother's Name _____

4. Father's Name _____

5. Date of Birth _____ 6. Marital Status _____

6. Nationality _____ 8. Domicile State and District _____

9. Reservation Category SC ST BC I BCII UR

10. Specially Abled YES NO If Yes, %age _____

11. Permanent Address : Line 1 _____

Line 2 _____

City _____ State _____ Pin Code _____

12. Correspondence Address : Line 1 _____

Line 2 _____

City _____ State _____ Pin Code _____

13. Phone No. (Landline) _____ 12. Mobile No. _____

14. Email ID _____

Please affix your recent
passport size
photograph with self-
attestation.

(Please tick ✓the appropriate option wherever applicable)*

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B. Educational Details (Starting from Matriculation)

Levels	Subject/ Specialization	Institution/ University	Duration / Session (From To)	Full time / Correspon dence	Status of Education (Degree or Diploma or Certificate)	Month of issuing the result/merit		% / CGPA or Grade	Please tick which you would claim as minimum required qualificatio n for the applied position.
						MM	YY		
Matric /SSC (10th)									
Intermediate (10+2)									
Graduation (10+2+3)									
Graduation (10+2+4)									
Post- Graduation									
Any Other (Please specify)									

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Signature of the Applicant:

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C. Experience Details

(Please specify only those experience gained as full time employment or other mode of engagement starting from the current/last organization)

		Organization 1	Organization 2
Name of the Organization			
Designation			
Duration (DD/MM/YYYY)	From		
	To		
Total Months of experience			
Do you have experience credential to produce at the time of selection (Yes/ No)			
Work Profile (Please specify your roles and responsibilities)			
Key achievements while executing assigned roles and responsibility.			
Last Drawn Salary			
Reason for Leaving			

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		Organization 3	Organization 4
Name of the Organization			
Designation			
Duration (DD/MM/YYYY)	From		
	To		
Total Months of experience			
Do you have experience credential to produce at the time of selection (Yes/ No)			
Work Profile (Please specify your roles and responsibilities)			
Key achievements while executing assigned roles and responsibility.			
Last Drawn Salary			
Reason for Leaving			

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Experience Details (Social Audit/Community Based Monitoring)

Name of Organization	Name of Scheme under which Social Audit / Community based Monitoring Process conducted	Year in which social audit/Community based monitoring process was conducted	From Year	TO

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D. Training Details

Training Received/ Courses Attended	Name of the Institute	Duration	
		From	To

E. Other Details(Please tick vthe appropriate Column)

Computer Proficiency *Languages Known*

Areas	Excellent	Good	Average
MS Office			
Others (specify)			
Others (specify)			

Language	Read	Write	Speak
Hindi			
English			
Other (specify)			

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F. Reference(Please do not give reference of your relative. Please give details of those who know you for more than 1 year.)

	Name	Designation & Organization	Mobile no	Email id (if not then write address)	Relationship with Referee
Reference 1					
Reference 2					

Declaration: The above information are filled to the best of my knowledge and beliefs. In case any of the above information is found false/incorrect/incomplete, my candidature for the position may be cancelled anytime during or post recruitment phase. All necessary disciplinary/legal action may also be taken against me in such case.

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Signature of the Applicant: