

To,
 The Principal,
 Ramsaday College,
 Amta, Howrah – 711401

One recent
 passport
 Size photograph
 duly
 Signed by the
 candidate
 To be pasted here

Sir,
 With reference to your Advt. published in the.....
 I, came to know that you are inviting application for recruitment to the vacant Non-Teaching Posts. I therefore
 would like to offer myself as a candidate for the following post.

Particulars to be filled in **BOLD CAPITAL LETTERS**

1	Post Applied For	
2	Category	

- 3. Name of the Applicant** :
- 4. Father's/Husband's Name** :
- 5. Date of Birth** :
- 6. Age as on 01-01-2019** :
- 7. Gender: Male/Female/
Transgender** :
- 8. Nationality** :
- 9. Religion** :
- 10. Permanent Address** :
- 11. Address for Communication:
With pin code**
- 12. Contact Number** :
- 13. E-mail Id (if any)** :

14. EDUCATIONAL QUALIFICATION

Name of the Examination	School/Board	Year of passing	Division/Grade	Full Marks (Total)	Marks Obtained (Total)	% of total Marks obtained

15. Knowledge of Basic Computer Application :

16. Experience (if any) :

17. Bank Draft Details

Bank Name :

Amount(Rs) :

Bank Draft Number and Date :

Payable at :

18. Copies of testimonials enclosed :

- a.
- b.
- c.
- d.
- e.
- f.

Declaration

I,....., Do hereby declare that all the information given in this application form are true to the very best of my knowledge and belief.

Place:

Date:

_____ **Full Signature of the Candidate**

N.B.

- (i) Papers and documents submitted with the application will not be returned
- (ii) Application should be sent by Speed Post/Registered Post only not through Courier. **Application delivered by hand will not be accepted. Last date for receiving Application by the college office is: 22.3.2019, 4:00 p.m.**
- (iii) Separate sheet(s) may be attached wherever necessary.
- (iv) All enclosures including attested copies of testimonials are required to be submitted.
- (v) Self- addressed envelope must be submitted.
- (vi) Mark sheet, Certificate and testimonials should be brought in original by the candidates on the date(s) of test/Interview.