

Ordinance Factory Katni
(A unit of Yantra India Limited)

**APPLICATION FORM FOR THE POST OF EXECUTIVE (Finance &Accounts) ON FULL TIME
CONTRACTUAL BASIS**

(Advertisement No. _____ Date _____)

Name (in full and CAPITAL letter)			Please paste a recent colour passport size photograph
Father's/Spouse Name			
Gender			
Nationality			
Date of Birth:		Age(As on closing date of advertisement)	
Aadhar No.		Languages Known	
PAN No.		Identification Proof	

Address for Communication

House No./ Flat no.			
Street			
Nearest Rly. Station			
Post office		Pin code	
District		State	
Mobile No.		Email ID	

Educational Qualification

Qualification	Specialization (if applicable)	Year of Passing	Name of the Institute	Board/ University	%of Marks
10 th Class					
12 th Class					
Graduation					
Post Graduation					
Membership (of ICAI or ICMAI)					

Post Qualification Experience

Sl. No.	Name of the Organization	Central Govt./State Govt./PSU/Autonomous Body/Private	Grade/ Designation	Pay level/ Basic Pay per month	Period		Total Period
					From	To	

Details of Computer/IT Skills: _____

Contd..3..

NOTE

1. Please sign across the photo pasted on the first page of Application Form.
2. The candidate is required to fill up all the columns and wherever no information is to be furnished, 'N/A' should be mentioned. Incomplete and improperly filled in Applications are liable to be rejected. No further correspondence will be entertained in this respect.
3. Self-attested photocopies of all the documents specified in the notification should be attached with the application.
4. If space becomes a constraint, the information may be attached in a separate sheet as per the prescribed format.
5. The candidates would be required to present themselves along with the above mentioned documents in original plus two copies (self-attested) at the time of the interview.

DECLARATION

I, _____, do hereby declare that the above information as furnished by me is true to the best of my knowledge and belief. If any of the information as furnished above is found to be incorrect, my candidature for the post applied is liable to be cancelled at any stage of the selection process.

I also certify that I am not facing any charge nor have been convicted in any corruption/ illegal gratification/criminal case and also I have not been dismissed or removed or compulsorily retired from the services of my previous Organization(s).

List of Enclosures:-

1		8	
2		9	
3		10	
4		11	
5		12	
6		13	
7		14	

Place: _____

Date: _____

Signature of the applicant