

Application for the Post of Junior Accountant

# On a Contract basis (1 Year)

**(Last date for the submission of application: 5 August 2024)**

|  |  |  |
| --- | --- | --- |
| 1 | Name |  |
| 2 | Photo |  |
| 3 | Gender*(Male/ Female/ Others)* |  |
| 4 | a) Date of birth (DD/MM/YYYY FORMAT) |  | / |  | / | / |
|  | b) Age as on01.07.2024 |  | Years |  | Months |  |
| 5 | Nationality |  |
| 6 | Address for communication |  |
|  | a) District |  |
|  | b) State |  |
|  | c) Pin code |  |
| 7 | Mobile No |  |
| 8 | Email |  |

1

|  |
| --- |
| **9) Educational Qualification (*Mention the latest first) (You may add more rows if needed)*** |
| **Sl.****No.** | **Qualification** | **Institution** | **Specialization** | **Year of Passing** | **Grade/ Percentage** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |
| --- | --- |
|  | **10) Details of Work Experience: (*Mention the latest first) (You may add more rows if needed)*** |
| **Sl.****No.** | **Employer details** | **Designation/Job Role**  | **Work Profile/Work assigned**  | **Date of****Joining** | **Date of****Relieving** | **Experience *(Years, Months)*** | **Salary Drawn** | **Reason for Leaving** |  |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **11) Give a brief summary of your experience:** |
|  |

|  |
| --- |
| **12) Reference** |
| **Sl.****No.** | **Name** | **Address** | **Designation** | **Mobile** | **Email** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

# Declaration

I hereby declare that the information/ particulars given above is true and correct to the best of my knowledge.

Place: Signature:

Date:

NB: Original Certificates and Experience Certificates should be produced at the time of the Interview