

**APPLICATION FORM**  
**GOVERNMENT OF JHARKHAND**  
**DIRECTORATE OF MUNICIPAL ADMINISTRATION**  
**URBAN DEVELOPMENT AND HOUSING DEPARTMENT**

Please affix  
 passport size  
 photograph duly  
 signed by  
 candidate

Post Applied for: \_\_\_\_\_

Post Code: \_\_\_\_\_

**1. Personal Details:**

Applicant's Name:				
Date of Birth:	Date	Month	Year	Father's/ Husband Name:
Gender (M/F):				Mobile Number:
Email ID (if available):				Alternate Contact No
<b>Permanent Residence State:</b> Note: Candidates from state of Jharkhand need to furnish their permanent residence Certificate (For employment purpose) issued by competent authority of Jharkhand (not less than Sub-Divisional Magistrate)				Jharkhand: <input type="checkbox"/> Other: <input type="checkbox"/>
<b>Category:</b> Note: Candidates applying under reserved category shall need to attach a copy of latest caste certificate issued by competent authority (not below then Sub-Divisional Magistrate), to be duly attested by a Gazetted Officer.				General: <input type="checkbox"/> ST: <input type="checkbox"/> SC: <input type="checkbox"/> BC-I: <input type="checkbox"/> BC-II <input type="checkbox"/>
Are you falling in the category of Physically handicapped? NA- Not Applicable; OH – Orthopedically handicapped; HH - hearing handicapped; VH- visually handicapped Candidates falling under the category of Physically handicapped need to furnish PH certificate issued by competent authority.				NA: <input type="checkbox"/> OH: <input type="checkbox"/> VH: <input type="checkbox"/> HH: <input type="checkbox"/> Others <input type="checkbox"/>

**2. Address:**

Correspondence/ Current Address with Pin Code		Permanent Address with Pin Code	
PIN Code:		PIN Code:	

**3. Educational Details** (Please attach self-attested copies of relevant certificates/ mark sheets):

- (a) All educational qualification details starting from highest qualification up to matriculation to be mentioned  
 (b) Duly signed copies of all the certificates and marksheets of each qualification as filled by candidates to be enclosed.

Examination Passed (10th/ 12th/ Degree/ Diploma Details)	Name of the Course, Specialization & Principal Subjects	Board/ University/ Institute	Mode of Course (Regular/ Other)	Course Duration	Passing Month & Year	Mark %

**4. Work Experience** [Please start with current/ most recent experience. If you have worked in more than one area/ post within the same organization, please enter details of the same separately]:

Note: Duly signed copies of all the experience certificates along with salary certificates of each experience as filled by candidates to be enclosed.

Name of Organization	Designation/ Title along with Duration	Key Areas of Experience & Job Responsibilities	Experience (in months)		
			Duration	Month	Year
			From		
			To		
			From		
			To		
			From		
			To		
			From		
			To		
			From		
			To		

**5. Computer Skills:**

Yes No

- (1) Knowledge of Operating System & Internet:
- (2) Knowledge of MS-Office Suite (e.g. Ms.Excel; Ms. Word Ms. Power-point etc...):
- (3) Knowledge of English Typing:
- (4) Knowledge of Hindi Typing:

<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

**6. Additional/ Relevant Experience Details:**

(Please provide details of additional experience/knowledge that you possess and commensurate with the position in the adjacent column e.g. experience pertaining to development sector or knowledge of working any specific area etc.)

**7. Demand Draft Details:**

Demand Draft (DD) No.:		Demand Draft (DD) Date:	
Demand Draft (DD) Issued by Bank		Demand Draft (DD) Amount:	
Demand Draft (DD) Payable At:			

**Declaration by Candidate:** I hereby declare that the information furnished above is true to the best of my knowledge and any misrepresentation, falsification or omission of information used to secure employment shall be grounds for rejection of this application and I would liable for legal action, also immediate discharge if I am employed by DMA Jharkhand regardless of the time elapsed before discovery.

Date:

Place:

Applicant's signature