

D. ACADEMIC PERFORMANCE

1. **Basic Qualification** : Start from Matriculation/Higher Secondary

Exam Passed	Institution/ University/ Board	Subject of Study	Duration of Study	Month/Year of Passing (MM/YYYY)	Aggregate % of Marks/CGPA(*)	Full Time/Part Time/Correspondence

2. **Professional Qualification** (Please mention qualification which makes you eligible)

3. **Additional Qualification** (if any)

(*if it is Cumulative Grade Point Average (CGPA), please convert it to % of Marks)

E. Category (GEN/SC/ST/OBC/EX-SM)

Are you physically handicapped? (Yes/No)

If yes please mention the details as follows:

Type of handicap (please put (√) in appropriate box)

VH	HH	OH
<input type="text"/>	<input type="text"/>	<input type="text"/>

Extent of disability as specified in the disability certificate

Do you belong to Minority? (Yes/No)

F. Religion

G. Details of Experience

Name of Organization	Designation	Scale of Pay	Duration		Regular/Contract /Daily wage	Nature of Duties	Reason for leaving
			From (MM/YYYY)	To (MM/YYYY)			

Note: (Please also mail the experience details to thdcruitment@thdc.co.in in Excel /Word Format)

1. Please mention details of all position you have held in an organization separately
2. Please indicate period of training/apprenticeship etc separately
3. Please attach additional sheets, if required

H. Post Qualification Experience: Years Months

I. Please write about the nature of your present assignment/role and your responsibilities

Significant achievement(s) in your current assignment

Present position & Pay Particulars

Present Pay Scale	
Basic + DA	
Perquisites and Allowances	
Present designation held	
Date of entry in the present pay scale	

Nature of Duties & Reporting Officer

Nature of Duties	Reporting Officer in the hierarchy

Resignation

Notice period to be served on resignation, if any	
Possibility of reduction in notice period	
How soon can you join if offered appointment in THDCIL	

Disciplinary Proceedings pending/contemplated, if any

Have you ever been convicted by any court case pending against you or any disciplinary proceedings/enquiry is pending against you or any penalty has been imposed upon you? if yes, please give details	Yes/No
Have you ever faced any extradition/deportation proceeding? If yes, please give details	Yes/No

J. Languages known

Read	Write	Speak

K. Other Information

Whether under any Service Bond YES NO

If yes give details _____

Details of Outstanding Loan (if any) _____

Participation in Sports/Games (if any) _____

National /State/College Level _____

Extra-curricular activities _____

Details of Awards (if any) _____

Declaration:

I affirm that the information given in this application is true and correct to the best of my knowledge and belief. I further undertake in case any information as above is found to be false or in-correct or suppressed at any stage, I understand I am liable to be terminated from the services of THDC India Limited forthwith without prejudice to any other legal and disciplinary action as deemed fit by Management

Undertaking: I have gone through the advertisement in newspapers & on the THDC website and the General Conditions mentioned therein and fulfill all the conditions/requirements specified therein.

Date: _____ Signature _____

Place: _____ Name _____

Annexure-A (List of Documents)

(Note- Candidates are advised to bring self-attested documents as per following sequence from top to bottom)

1. Bio-Data Form
2. Proof of Date of Birth
3. Class Xth Marksheet
4. Class Xth Pass Certificate
5. Class XIIth Marksheet
6. Class XIIth Pass Certificate
7. Professional Qualification/ Certification (Marksheet & Certificate)
8. Conversion Certificate of Grade/CGPA/OGPA to Percentage of Marks
9. Work Experience Certificate along with details of Pay & Allowances.
10. Category/ Caste Certificate, if applicable (Kindly present latest OBC (Non-Creamy Layer) and EWS Category, in prescribed format of Government of India.
11. Extra-Curricular Activities certificate, if any
12. Valid Photo ID (Aadhar Card, Voter ID)