

## APPLICATION FORMAT

Attach One  
Self Attested  
Recent  
Passport Size  
Colour  
photograph

Application for the Post of \_\_\_\_\_

To  
The Project Officer cum District Welfare Officer  
Backward Classes Welfare & Tribal Development, Purulia.  
Dist-Purulia

Sub :- Application for non-teaching post in Eklavya Model Residential School, Punsha, Bandwan, Purulia.

Sir,

In response to your advertisement vide Memo No. \_\_\_\_\_ Date \_\_\_\_\_ regarding engagement of Part Time Guest Teacher at Eklavya Model Residential School, Punsha, Bandwan, Dist-Purulia. I am submitting my application for the post of \_\_\_\_\_ My full particulars with required documents are given below for your kind consideration.

1. Name of the Applicant (In block letters) \_\_\_\_\_

2. Father/Husband/Guardian's Name: \_\_\_\_\_

3. Address for communication: \_\_\_\_\_

Block/Municipality/Corporation \_\_\_\_\_ Post Office: \_\_\_\_\_

District: \_\_\_\_\_ Pin: \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email id \_\_\_\_\_

4. Permanent Address \_\_\_\_\_

Block/Municipality/Corporation. \_\_\_\_\_ Post Office \_\_\_\_\_

District \_\_\_\_\_ Pin \_\_\_\_\_

5. Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

6. Age \_\_\_\_\_ (As on 01/01/2025)

7. Sex \_\_\_\_\_

8. Category (Gen/SC/ST/OBC) \_\_\_\_\_

9. Nationality \_\_\_\_\_

10. Work Experience if any please specify \_\_\_\_\_

11. Educational Qualification: -

| SI No. | Exam Passed | Board/University | Year of Passing | Total marks | Marks Obtained | % of marks |
|--------|-------------|------------------|-----------------|-------------|----------------|------------|
|        |             |                  |                 |             |                |            |
|        |             |                  |                 |             |                |            |
|        |             |                  |                 |             |                |            |
|        |             |                  |                 |             |                |            |

- ❖ Minimum Education qualification for Superintendent, Matron, Clerk is Graduation. Hence, Exam passed from Madhyamik and Equivalent and onwards to be mentioned (a) Minimum Educational Qualification for Peon, Cook, Helper to Cook, Sweeper and Night Guard is class-VIII. Hence, result of class-VIII to be mentioned.

**DECLARATION**

I hereby declare that all statements made in this application are correct to the best of my knowledge and belief. In the event of any information being found false, my candidature is liable to be cancelled.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Full signature of the applicant)

Place: \_\_\_\_\_

Check list of the self-attested photocopies of documents to be attached with application, please tick:-

- 1) Educational Qualification certificate
- 2) Marks sheet
- 3) Date of Birth Proof
- 4) Caste Certificate
- 5) Experience Certificate if any
- 6) Identity Proof (any one of the following Adhar Card/Voter Card/Driving License etc.)

**Note:** - Intending candidates will have to submit applications along with relevant documents in a sealed envelope in the drop box kept at the office of the **Project Officer-cum-District Welfare Officer, Backward Classes Welfare & Tribal Development, Purulia, PIN-723101** or through post on all working days from **29/08/25 to 18/09/2025 (up to 5 P.M.)**

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