

**THE INDIAN SCIENCE CONGRESS ASSOCIATION  
14, DR. BIRESH GUHA STREET, KOLKATA 700 017**

**DULY FILLED IN APPLICATION FORM IS TO BE SUBMITTED TO THE GENERAL SECRETARY  
(MEMBERSHIP AFFAIRS) SO AS TO REACH HIM NOT LATER THAN FEBRUARY 28, 2020**

I. Post applied for.....EXECUTIVE SECRETARY.....

Details of Bank Draft: No.....Date.....Amount.....Issuing Bank.....Payable at .....

II. Personal Data:

1. Full Name (in block letters).....

\*2. Permanent Address.....

Ph. No.....E.mail.....

\*3. Temporary Address (if any).....

Ph. No.....E.mail.....

4. Age as on (01.01.2020).....Date of Birth.....

5. Nationality.....

6. Place of Birth.....

\*\*7. Whether belonging to Schedule Caste/Schedule Tribe/OBC: Yes/No.....

if yes, please mention.....

8. Father's/ Husband's Name, Occupation & Address.....

Photo
Self
Attested

III. Educational Qualifications:

Examination passed and degrees obtained	Name of School/College and University	Date of entering & leaving	Year of passing	Divisions obtained with marks	Subjects of study

IV. Technical Experience (if any):

V. Professional Appointment held:

Name and Address of employer	Position	Period	Present Salary and Grade	Reasons for leaving the post (if applicable)

VI. Experience (if any), give details:

VII. Are you willing to accept the minimum initial pay? If not, state the lowest initial pay acceptable to you

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VIII. Names, Addresses and Telephone Nos. of persons not related to the applicant by blood or marriage to whom reference may be made concerning character and qualifications.

- 1.
- 2.
- 3.

IX. Copies of testimonials

- 1.
- 2.
- 3.

X. Brief statement of special activities and qualifications (if any):

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XI. Time required for joining the post, if selected:

Date.....

Signature.....

**CERTIFICATE**

(To be filled by the Authority forwarding the application)

1. Certified that the particulars furnished by the applicant have been checked from available records and found to be correct.
2. Certified that the candidate is eligible for the post as per condition mentioned in the advertisement.
3. Certified also that no vigilance case is either pending or being contemplated against the applicant. Integrity of the applicant is certified.
4. Photocopies of up to A.C.R. Dossier of the candidate for the last 5 years, duly attested, are enclosed.

Signature.....

Name & Designation of the Forwarding Officer with Seal.....

\* Any change of address, permanent or temporary, should be immediately communicated to the General Secretary (Membership Affairs). Candidates are advised to arrange for redirection of the communication to their new address, if necessary. The Association will generally take note of such changes, but cannot accept any responsibility in the matter.

\*\* Certificate in the prescribed form duly signed by the competent authority is to be enclosed in support by candidates, belonging to Schedule Castes/Schedule Tribes. Persons employed in any other organization must submit application through proper channel furnishing a no objection certificate from the employer.