

Knowledge Consortium of Gujarat
Application Form 2016-17



Name of the Post applied for: _____

Name: _____
 (Surname) (First Name) (MiddleName)

Address: _____

Taluka:_____ District:_____ State:_____ ZIP Code: _____

Contact No: [®] _____ Mo. _____ (O). _____

Email Address: _____

Gender: _____(M/F)

Category: General SEBC SC ST Other Specify _____

Physically Challenged: Yes No:

Nationality: _____ Marital Status: _____

Date of Birth: _____ (dd/mm/yyyy) Age: _____

Education Qualification:

Qualification	Degree	Name of Institute	Name of University	Passing Year	Percentage

Total Work Experience: _____ (year/months) (Mention starting date to ending date in period)

*Start from current/recent job

1) Job Experience:

1.Name of Organization	
2.Designation	
3.Period From	
4.Work Profile	
5.Remuneration	

2) Job Experience:

1.Name of Organization	
2.Designation	
3.Period From	
4.Work Profile	
5.Remuneration	

3) Job Experience:

1.Name of Organization	
2.Designation	
3.Period From	
4.Work Profile	
5.Remuneration	

(You may more Columns for job experience as per requirement)

(Candidates has to tick mark on appropriate level)

Possessed SKILLS	Excellent	Moderate	Basic
1) Noting & Drafting on file	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(a)English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b)Gujarati	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c)Hindi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2) Preparation of Circular & Guideline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3) Organizing Experience of Seminar/Workshop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4) Experience of working with multiple organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5) Knowledge of Internet & IT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6) Knowledge of MS Office Word/excel/PPT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7) Knowledge of Administration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8) Monitoring of Project Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9) Proficiency in Languages:			
(a)English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b)Gujarati	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c)Hindi	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10) Medium of Institution During Studies			
(a)English	<input type="checkbox"/>		
(b)Gujarati	<input type="checkbox"/>		
(c)Hindi	<input type="checkbox"/>		
11) Experience of drafting/writing reports			
In English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12) Communication Efficiency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Key Expertise:

Training/Workshop Detail:

Project & Research Detail:

1) Reference:

Name: _____
Designation: _____
Organization Name: _____
Contact No.: _____
Email ID: _____

2) Reference:

Name: _____
Designation: _____
Organization Name: _____
Contact No.: _____
Email ID: _____

(Note: One Reference must be from existing organization)

I the undersigned, certify that to the best of my knowledge and belief this application correctly describes myself, my qualification and my experience and all facts stated are true.

Date: _____

Place: _____

Signature