

HEAVY ENGINEERING CORPORATION LIMITED
HQRS ADMINISTRATION AND PERSONNEL DIVN

Application against Advertisement No.RT/10/2015 dated 06/04/2015
(Application to be filled in capital letters).

Please paste a
Recent, self
attested
Passport size
Photograph

Post Applied for: :

1. Name of the Candidate : _____

2. Date of Birth : _____

3. SC/ST/OBC /PH/Others : _____

4. Father's Name : _____

5. Mailing Address : _____

6. Contact Details : Landline / Mobile Nos. _____

: Email ID _____

7. Permanent Address :

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:2:

8. Educational / Professional Qualifications (Matriculation onwards): (self attested degrees/diploma/mark-sheet/other certificate to be attached

Sl. No	Qualification	Duration of Course	Year of Passing	% Marks	University	Whether recognized

Contd..3

:4:

11. Visible Identification Marks:

(i).....(ii).....

12. Details of D.D : BankDD No.Dated.....

13. **DECLARATION:**

I do hereby declare that the facts and information given by me in the above application are true, complete and correct to the best of my knowledge and belief. In the event of any discrepancy in the particulars being detected at any stage, my candidature / service may be cancelled / terminated without any notice.

Date:

Full signature of the candidate

Place:

14. A brief write up on Significant contributions made (if any) by the candidate in the past and present positions for his /her suitability for the post.

Date:

Full signature of the candidate

Note:

1. Please sign across the photo pasted on the first page of Application form.
2. The Candidate is required to fill up all the columns. Application will be rejected if any column is left blank, not filled or incomplete. No further correspondence will be entertained.
3. Ensure that the mobile no. and email ID are correct and valid for one year.
4. If space is inadequate for any column, use separate sheet(s).
5. If the percentage of marks/ any other data entered by the candidate is found incorrect, the company reserves the right to reject the application.
6. Self-attested photocopies of all the applicable certificates.
7. Kindly attach the certificates in the same order as given in the checklist below.

Check List

SI No	Enclosures	Attached
1	Date of Birth Certificate	YES <input type="checkbox"/> NO <input type="checkbox"/>
2	Caste/ Category Certificate	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
3	PWD Certificate	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
4	J&K Domicile Certificate	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
5	Ex-Serviceman	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
6	Certificate of educational/ professional Qualification along with mark-sheets of all the years	YES <input type="checkbox"/> NO <input type="checkbox"/>
7	Experience Certificate from previous employer(s)	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
8	Appointment Letter and last month's Salary Slip of current organization	YES <input type="checkbox"/> NO <input type="checkbox"/>
9	NOC in case of Govt./Semi Govt./PSU/Autonomous Body (if applicable)	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
10	Extra-Curricular Activities	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
11	Fee Paid (Draft)	YES <input type="checkbox"/> NO <input type="checkbox"/> Not Applicable <input type="checkbox"/>
12	Any other please specify	