

To
 The Chairman
 Habra Municipality, Poura Bhawan
 Promode Dasgupta Sarani
 P.O. Hijalpukuria, P.S. Habra
 Dist. North 24-Parganas
 Pin-743271

Attach passport
 size photo duly
 self attested

Sub.: Application for the post of

1) Name (in CAPITAL LETTERS)

2) Father's/Husband's Name(in CAPITAL LETTERS)

3) Gender

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4) Category

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5) Date of Birth

D	D	M	M	Y	E	A	R

6) Nationality:

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7) Address with pin code

(a)Present Address

(b) Permanent Address

8) Contact number

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9) Academic Qualification:-

Sl. No.	School/Board/ University /Institution	Exam Passed	Year of Passing	Total Marks	Marks obtained	Percentage

10) Professional Qualification:

Sl. No.	Name of Institution	Exam Passed	Year of Passing	Total Marks	Marks obtained	Percentage

11) Typing Speed (words per minute): English _____ Bengali _____

12) Computer Knowledge:

Sl. No	School/Board/ University /Institution	Exam Passed	Year of Passing	Total Marks	Marks obtained	Percentage

13) Experience (if any):

Sl. No.	Name of Organization	Position held	Date of Joining	Date of leaving	Salary drawn	Reason for leaving

14) Fee Details:- (Bank Draft / Banker's Cheque):

Bank Name	
Branch Name	
Bank Draft/ Banker's Cheque No. & Date	
Amount (Rs.)	

Declaration:

I, _____, do hereby declare that the particulars furnished by me in this application form are true to the best of my knowledge and belief. In case any information is found to be incorrect, my candidature shall liable to be rejected.

Date: _____

Place: _____

Signature of the Candidate

List of enclosures submitted:

Sl. No.	List of documents	Sl. No.	List of documents
1		6	
2		7	
3		8	
4		9	
5		10	