FORMAT

Application for the post of Stenographer Gr.II in Mumbai Port Trust

Photograph

1. Name (In block letters)   :

2. Address for communication   :

3. Permanent address   :

4. Telephone/Mobile / E mail id   :

5. Nationality   :

6. Date of Birth   :

7. Employment Exchange Registration   :
    Number

8. Whether belongs to SC/ST/OBC   :
    (If yes, Caste certificate to be enclosed)

9. Applying under category   : ☐ UR   ☐ OBC

10. Educational/Professional and other   :
    qualifications.

Name of examination	Year of passing	Percentage grade/class	No. of attempts	Name of Board/ University

11. Details of present and past employments/experience (if any)

Name of the organisation	Post held	Scale of Pay	Period		Nature of duties
			From	To	

12. Details of proficiency in Computers   :

13.	Languages known	:	Read	Write	Speak
	Marathi				
	Hindi				
	English				
14.	Any other information.	:			

Declaration: I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I am aware that I may be held liable for it and my candidature/appointment may be cancelled/terminated without any notice..

Date:
Place: (Signature of candidate)

CERTIFICATE
(To be given by the Head of Department/Competent Authority)
(In case of applicants employed in Govt/Semi-Govt.
organizations/ PSUs/ Autonomous Bodies/MbPT)

This is to certify that Shri/Smt_____, Designation _____, is working in _____ since _____. The particulars furnished by him in the above application are verified and found to be correct.

There is no Disciplinary case pending or contemplated against the Applicant. No major/minor penalties have been imposed on the Applicant during his service with our organisation/department.

His/Her integrity is certified and he/she is clear from vigilance angle.

Date :   HEAD OF DEPARTMENT/
Place :   Competent Authority