

Application Form

Position Applied For: _____

[1] PERSONAL INFORMATION:

Name _____

Residential Address: _____

Phone Number: _____ Mobile Number: _____

Email id: _____

Sex: Female Male

Date of Birth:

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Disability, if any:

Have you been charge-sheeted, convicted of or pleaded guilty to an offence? Yes _____ No _____

If yes particulars thereof and present status: _____

Have you been associated with any organization that has been blacklisted OR has been proved of financial fraud ? Yes _____ No _____

have you been convicted of an offence involving moral turpitude and such conviction has not been reversed or he has not been granted full pardon in respect of such offence; Yes _____ No _____

If yes, please explain:

What date are you available to start work? _____

[2] EDUCATION INFORMATION: Please give details of your education track record (from high school to PG)

Sl. No.	Qualifications (Degree/PG) with specialization	Name of the College/University	Degree	Period (from -to)	% of Marks scored

Highlight Trainings you have attended (list only the trainings that are related to women & child protection)

Topic of Training	Training organized by – venue	Duration of the training

[3] EMPLOYMENT HISTORY : [Give details of the last 3 postings]

Name of the Organization	Position held / Designation	Period (from-to)	Address Phone: Email:	Job Responsibilities	Last Salary drawn	Reasons for Leaving

Total no. of years employment experience _____

Work experience in collaboration with NGO/Govt.. depts./agencies if any

Position held / Designation	Name of the Project /Program	Name of the Organization / Dept../Agency partnered with.	Duration of such collaboration/partnership

May We Contact Your Present Employer? Yes _____ No _____

Computer Skills: How do you rate yourself.

Skill in using the computer	Excellent/ Good / Average / No experience
Skill in using the MS-Word, MS-Excel & Power point.	Excellent/ Good / Average / No experience
Skill in using the using the internet	Excellent/ Good / Average / No experience

Skills and Competencies you have that would benefit the program here:

i. _____

ii _____

iii _____

Your Achievements in the area of women and child protection: _____

Awards/Citations received: _____

References: (Please give details of two references)

(1) Name/Title Address & Phone no: _____

Relationship with referee:

(2) Name/Title Address & Phone no: _____

Relationship with referee: _____

I certify that the information furnished by me in this application is true and complete. I understand that false information may be grounds for not hiring me or for immediate termination of employment at any point in the future if I am hired. I authorize the verification of any or all information listed above (including the enclosed documents).

Signature_____

Date_____