

## **B. Proforma for application for the post of Legal Assistant**

1. Name of the post applied for : \_\_\_\_\_

2. Name of the applicant (in Block Letters) : \_\_\_\_\_

3. Date of birth (in Christian era) : \_\_\_\_\_

4. Nationality : \_\_\_\_\_

5. Father's/Husband's Name : \_\_\_\_\_

6. Postal address with PIN Code:

a. Telephone No. \_\_\_\_\_

b. Email Identity \_\_\_\_\_

7. Educational qualification (High School & onwards) :

8. Secondary and territory skills, if any :

9. Experience relevant to the post (in years and months) :

(Self-Attested copies of the educational certificate including matric/high school certificate for age proof and experience certificates, which is relevant for this post to be attached)

10. In case of selection, minimum time to join the post :

11. Any other information:

Declaration: I hereby affirm that the information given in the application is true and correct. I also fully understand that, if at any stage, it is discovered that any attempt has been made by me to wilfully conceal or misrepresent the fact, my candidature may summarily be rejected or employment terminated. I am also agree for join this purely contractual and temporary post, for a period of one year only. I also affirm that, the joining in this post is not entitle for granting any other benefit in regular employment at this office.

(Signature with date)

C. Applications, should be duly filled, duly signed with a passport size photograph in aforesaid mentioned performa. The performa should be typed or handwritten. The candidates should submit this applications with mention documents at the time of walk-in-interview.

D. The candidate may report for Walk-in-interview on 20.11.2017 at 10:00 A.M. to 11:30 A.M. with all supporting documents at Regional Directorate (Central), Central Pollution Control Board, Sahkar Bhawan, 3<sup>rd</sup> Floor, North T.T. Nagar, Bhopal- 462 003.