

Annexure-‘A’

**APPLICATION FOR APPOINTMENT OF COMPANY SECRETARY ON
CONTRACT BASIS (CONSOLIDATED PAY)**

- | | | |
|--------------------------------------|---|--|
| 1. Name in full (In Block Letters) | : | Self

Attested

Photograph |
| 2. Father’s/Husband’s name | : | |
| 3. Sex(Male/Female) | : | |
| 4. Address for communication | : | |
| 5. Tele phone Number | : | |
| Mobile Number | : | |
| E-mail Address | : | |
| 6. Permanent Address | : | |
| 7. Date of birth | : | |
| Age as on 01.01.2025 | : | |
| 8. Nationality | : | |
| 9. Marital status | : | |
| 10. Edu /Professional Qualifications | : | |

11. Salary expectation :

(Starting from Matriculation or equivalent onward)

Sl. No.	Examination Passed	Mode of Education (Full time/Part Time)	Year of Passing	Board/University	Class/ Division	CGPA/% Of marks	Main Subjects

10 Experience(including present employment)

Sl. No.	Name of Employer	Employment Type	Designation	Pay Scales & Basic Pay	Date of Joining	Date of Leaving & Reason of leaving	Nature of duties performed

11 Languages known:

12 Any Other Information such as experience, training, publications, etc. in support of suitability of the post

UNDERTAKING

I solemnly declare that

The information given above is correct and complete. If any information at any stage is found incorrect, I shall be responsible for the same.

Name & Signature of the
Applicant

Place:

Date: