

Roll No. _____

PARLIAMENT OF INDIA (To be filled in by Recruitment Branch)
(RECRUITMENT BRANCH, LOK SABHA SECRETARIAT)

APPLICATION FORMAT

Affix recent self-attested passport size Photograph

Advt. No. 2/2019

Name of the Post applied for: **Parliamentary Reporter** (_____) (Please indicate Language/Stream-English/Hindi/Both)

1. FULL NAME (In Capital Letters):

Signature of Candidate

First Name

Middle Name

Surname

(Exactly as mentioned in matriculation or equivalent examination certificate. Please leave one box blank between each part of name.)

2. FATHER'S NAME (In Capital Letters): _____ (Exactly as mentioned in matriculation or equivalent examination certificate of the applicant.)

3. MOTHER'S NAME (In Capital Letters): _____ (Exactly as mentioned in matriculation or equivalent examination certificate of the applicant.)

4. NATIONALITY: _____

5. ADDRESS FOR COMMUNICATION: _____ PIN _____

Tel./Mobile No(s) _____ Email address _____

6. DETAILS OF RESIDENCE DURING LAST 5 YEARS WHERE THE APPLICANT HAS RESIDED FOR MORE THAN ONE YEAR:

ADDRESS	PERIOD OF STAY

7. PERMANENT ADDRESS: _____ PIN _____

8. DATE OF BIRTH: (Please enclose self-attested copy of the matriculation certificate)

D	D	M	M	Y	E	A	R
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9. PLACE OF BIRTH (Village/Town/City/District/State): _____

10. AGE AS ON 28.01.2020: Years _____ Months _____ Days _____

11. CATEGORY (GEN/SC/ST/OBC/EWS): _____ (The candidates belonging to SC/ST/OBC/EWS category must enclose self-attested copy of the certificate as proof)

12. GROUNDS FOR CLAIMING AGE RELAXATION: _____

13. A. Whether you are an ex-Serviceman/in the last year of Service Yes/No

B. If yes, your date of joining _____ date of Discharge _____
 (Please enclose self-attested copy of relevant pages of Discharge Book/Permission to seek re-employment)

C. Are you boarded out or relieved on medical grounds and granted medical disability pension. Yes/No

14. SHORTHAND SPEED: (ENG.) _____ w.p.m. (HINDI) _____ w.p.m.

15. DETAILS OF EDUCATIONAL & TECHNICAL QUALIFICATIONS:
 (Please enclose self-attested copies of the certificates degrees as well as marks sheets)

(a) Educational Qualifications:

Exam Passed	Institution/ University	Subjects studied	Medium of Instruction	Duration of study	Year of passing	% of marks

(b) Professional/Technical Qualifications:

Exam Passed	Institution/ University	Subjects studied	Medium of Instruction	Duration of study	Year of passing	% of marks

16. DETAILS OF EXPERIENCE:

(a) GOVERNMENT SERVICE

Name of Govt. Orgn.	Post held	Pay Scale*	Duration of service (Exact dates to be given) (From - To)	Whether regular or not	Nature of duties performed

* Please indicate Grade Pay/ Level in the Pay Matrix also, wherever applicable.

(b) SERVICE IN OTHER ORGANISATIONS

Name of Orgn.	Status of organisation [Government/PSU/Private, etc.]	Post held	Pay Scale*	Duration of service (From – To)	Whether regular or not	Nature of duties performed

* Please indicate Grade Pay/Level in the Pay Matrix also, wherever applicable.

17. Please specify clearly whether the experience mentioned in column 16 above has been obtained from:

Sl. No.	Category	Tick (✓) in appropriate Column
1.	Offices under Central/State Government	
2.	Union/State Legislature Secretariats	
3.	Supreme Court/High Courts/Subordinate Courts	
4.	Central/State Public Sector Undertakings	
5.	Statutory Corporations of Centre/States	
6.	Commissions/Tribunals and other institutions established by law/notifications of the Union/State Governments	
7.	Private Organisations/Any other institution	

18. Do you possess the essential educational qualifications as required for the post applied for? Yes/No

19. Do you possess any of the desirable qualifications? Yes/No

20. Please specify the language/stream for which you want to be considered. _____

21. **DECLARATION :**

(i) I declare that I fulfil the eligibility conditions as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirements mentioned in the advertisement, my candidature/appointment is liable to be cancelled/terminated.

(ii) I have enclosed the typed Attendance Sheet duly completed and affixed self-attested recent passport size photograph thereon.

PLACE:

DATE:

(SIGNATURE OF CANDIDATE)

Note: Applications without self-attested copies of necessary certificates as mentioned in column nos. 8, 11, 13 (wherever applicable) and 15 also recent identical photographs affixed at the prescribed spaces in the application form and the attendance sheet will be summarily rejected.