

APPLICATION FORMAT

PUBLIC SERVICE COMMISSION, WEST BENGAL

**ENGLISH STENOGRAPHERS' RECRUITMENT
EXAMINATION, 2009**

ADVERTISEMENT NO. 6/2009

(Closing date for receipt of Application : The 10th July, 2009.)

Roll No.
(Space for office use)

(Space for office use only)

Space for pasting of recent passport size PHOTOGRAPH of the candidate with his/her full signature thereon.

CAUTION

(i) A candidate must consult the advertisement for the examination, use the prescribed application format and fill in the application form correctly against all the items in his/her own handwriting with ball point pen of black/blue ink and furnish required particulars/documents securely stitched with the application with durable strong thread. If any item(s) of the application is considered inapplicable to the candidate he/she should write '**NOT APPLICABLE or (N.A.)**' against the particular item(s) and in any case **no item of the application should remain unfilled.**

(ii) Correction/overwriting, if any, should be accompanied by signature of the candidate.

(iii) *In case the application is not filled in accordance with the above instructions or any of the required documents is not enclosed, it will be treated as incomplete/defective and summarily rejected.*

Note : *Keeping the application form in front, the particulars/documents are to be stitched with the application securely with a durable strong thread in the following sequence - (1) I.P.O. or Treasury Challan, in original (not required for SC/ST candidates of W.B. and Persons with Disability), attested or self-certified photocopies of (2) Age proof Cert., (3) Madhyamik or equivalent qualification cert., (4) SC/ST/BC/PH/Ex-Serviceman cert. (if applicable), (5) Citizenship Certificate (for candidates acquiring citizenship by registration) and (6) Self-addressed envelopes.*

1. Name in full (IN CAPITAL LETTERS) :
2. (a) I.P.O./Treasury Challan attached for : Rs. _____
(b) No.(s) of I.P.O. & Value :
(c) Date of purchase and name of issuing post office :
with address
(d) No. and amount of receipted Treasury Challan attached :
3. (a) Indicate your Community : Genl. SC ST BC
(Put a '✓' mark in appropriate box. SC/ST/BC candidates not belonging to the State of West Bengal should indicate their community as 'General'.)
[IF SC/ST/BC, ATTACH ATTESTED OR SELF-CERTIFIED COPY OF CERTIFICATE]

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(b)	If SC/ST/BC, mention your Sub-caste and the State from which SC/ST/BC Certificate obtained and the designation of issuing authority.	:	Sub-Caste	State	Issuing Authority
			<input style="width: 80px; height: 25px;" type="text"/>	<input style="width: 80px; height: 25px;" type="text"/>	<input style="width: 120px; height: 25px;" type="text"/>
4. (a)	Date of birth (as recorded in Madhyamik or equivalent examination certificate – ATTACH ATTESTED OR SELF-CERTIFIED PHOTO COPY)	:	Date	Month	Year
			<input style="width: 30px; height: 20px;" type="text"/>	<input style="width: 30px; height: 20px;" type="text"/>	<input style="width: 30px; height: 20px;" type="text"/>
(b)	Place of birth (including District and State)	:	<input style="width: 100%; height: 20px;" type="text"/>		
(c) (i)	Whether you are a person with disability (Write 'Yes' or 'No') (IF YES, ATTACH SELF-CERTIFIED OR ATTESTED PHOTO COPY OF CERTIFICATE)	:	<input style="width: 80px; height: 20px;" type="text"/>		
(ii)	Indicate category of disability (Put '✓' mark in the appropriate box)	:	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>	<input style="width: 50px; height: 20px;" type="text"/>
			one leg (with clutches)	one arm	partially deaf (with hearing aid)
5. Sex	(Put '✓' mark in the appropriate box)	:	Male	Female	
			<input style="width: 80px; height: 25px;" type="text"/>	<input style="width: 80px; height: 25px;" type="text"/>	
6. (a)	Whether a citizen of India (Write 'Yes' or 'No')	:	<input style="width: 100%; height: 25px;" type="text"/>		
(b)	Whether a natural citizen or a citizen by registration (Put '✓' mark in the appropriate box) (IF BY REGISTRATION, ATTACH ATTESTED OR SELF-CERTIFIED PHOTO COPY OF CERTIFICATE)	:	Natural Citizen	Citizen by Registration	
			<input style="width: 100%; height: 25px;" type="text"/>	<input style="width: 100%; height: 25px;" type="text"/>	
7. (a)	Complete Postal Address for correspondence including the name of Post Office, Sub-Division, District and Pin Code (IN CAPITAL LETTERS)	:	<input style="width: 100%; height: 25px;" type="text"/>		
(b)	Permanent Address	:	<input style="width: 100%; height: 25px;" type="text"/>		
8. (a)	Father's Name & Address	:	<input style="width: 100%; height: 25px;" type="text"/>		
(b)	Husband's/Guardian's Name and Address	:	<input style="width: 100%; height: 25px;" type="text"/>		
9. (a)	Mother tongue	:	<input style="width: 100%; height: 25px;" type="text"/>		
(b)	Do you have the ability to read, write and speak in Bengali (Write 'Yes' or 'No')	:	<input style="width: 80px; height: 25px;" type="text"/>		
(c)	Whether you are a Nepali speaking person from Hill areas of Darjeeling District (Write 'Yes' or 'No')	:	<input style="width: 80px; height: 25px;" type="text"/>		

10. Whether a permanent Schedule-B Stenographer /permanent Steno-Typist / permanent Clerk-cum-Typist/ permanent Typist serving under Govt. of West Bengal. If so mention –

- (a) Name of post : _____
- (b) Office where employed : _____
- (c) Do you claim relaxation in age ? :
(Write 'Yes' or 'No')

Certificate from the Appointing authority

Certified that Shri/Smt.....
is a Permanent Schedule – B Stenographer / Permanent Steno-Typist / Permanent Clerk-cum-Typist / Permanent Typist
inunder this establishment.

Place :

Date : _____, 2008.

Signature of the Appointing authority

Office Seal

(* Strike out which one is not applicable)

11. Educational Qualification (Madhyamik and onwards) :

[Attested or self-certified photo copies of all certificates must be attached to the application].

Name of Examination	Year of passing	Board/Council/University	Division	% of Marks

12. If debarred previously by the Commission from appearing at any examination/selection - Give details. : Year Examination Roll No.

13. Choice of posts in order of preference
(Preference may be indicated by putting
Down 1,2 in the boxes below)

- (a) Schedule - 'A' post :
- (b) Schedule – 'B' post :

14. If you have, at any time, been employed give details of all employments.

Name of Post	Office where employed	Whether Permanent, Temporary or on contract basis	Date of joining	Date of leaving, if any, with cause

15. List of documents enclosed :

- i) _____
- ii) _____
- iii) _____
- iv) _____
- v) _____
- vi) _____

DECLARATION

I solemnly declare that (a) All statements made in this application are true, complete and correct (b) Original documents will be produced on demand (c) I agree to take the Examination on the condition that the Commission may cancel my candidature if at any time I am found ineligible for admission to the Examination and (d) I have submitted no other application for this examination.

*I have informed the Head of my Office or Department in writing that I am applying for this examination (*Strike off this sentence if the candidate is not in service of Government or Statutory Body).

Yours faithfully,

Place : _____

Date : _____

Signature of the candidate
(not in capital letters)