



Other skills, if any:

SN.	Type of skill	Yes / No	From where obtained	Duration of skill training
1	Knowledge of TALLY Software ( <b>For Accountant/Accounts Assistant</b> )			
2	Knowledge of Punjabi Typing ( <b>For Data Entry Operator</b> )			
3				

Brief description of requisite post qualification experience (Attach attested copies of the exp. certificates):

SN.	Name of the organization	Date From (DD/MM/YY)	Date To (DD/MM/YY)	Duration ( Yr / Mth)	Brief description of duties
1					
2					
3					
4					
5					

Total Experience in years & months: \_\_\_\_\_

**Verification :**

1. Certified that I am not involved in any criminal activity and no criminal case is pending against me in any court of law in India.
2. Certified that all the information furnished above by me is correct to the best of my knowledge and nothing has been concealed therein.
3. If at any time, it is found that I have given incorrect or manipulative information/documents then my services are liable to be terminated without giving any notice or compensation.

Place: \_\_\_\_\_ Date: \_\_\_\_\_ (Signature of the Candidate)

( Note: Please write your name in CAPITAL LETTERS and phone number on the backside of the bank draft )

( For office use only )

Mode of Payment of Registration Fee of Rs 500/-  Cash  Bank draft

1	Bank Draft No. & Date		
2	Name of the issuing bank & branch		
3	NIELIT Payment Receipt No. & Date		

(Application form etc. checked by)

(Signature of the Accounts Assistant)