



**SRI PADMAVATI MAHILA VISVA VIDYALAYAM  
(WOMEN'S UNIVERSITY)::TIRUPATI**

Affix latest  
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Regn.No.

Last Date:

**18.01.2023**

SPECIAL RECRUITMENT DRIVE FOR FILLING UP OF BACKLOG VACANCIES RESERVED FOR  
DIFFERENTLY ABLED PERSONS : 2022

**APPLICATION FOR THE POST OF JUNIOR ASSISTANT (HH-O) / TYPIST(VH-W)**

Demand Draft No. \_\_\_\_\_ Rs. \_\_\_\_\_ Dated \_\_\_\_\_ Bank \_\_\_\_\_

Category

Junior Assistant (HH-O)/Typist (VH-W)

1. Post applied for :

2. Full Name (In Block Letters) :

3. Father's/Husband's Name :

4. Postal address for communication with  
Phone No. / Mobile No./E.mail address :

5. Permanent residential address :

6. District and State of which you are a  
Permanent resident :

\*7. Date of Birth :

Age \_\_\_\_\_ years \_\_\_\_\_ months ( as on 01.07.2023 )  
(Enclose extract of S.S.C/ T.C. in support of age given)

\*8. Details of Educational Qualifications :

Sl.No.	Examination Passed	Year of Passing	Name of the School	Name of the village/Town	Division/Class with percentage of marks

Note : Attested Copies of the certificates for all Educational Qualifications should be enclosed

\*9. Details of technical and other examination passed , if any :

Sl.No.	Examination Passed	Year of Passing	University/Board	Division/Class with percentage of marks

Note : Attested Copies of the certificates for all Technical Qualifications should be enclosed

10. (a) If you are employed, provide the particulars of all posts held to till date :

Sl.No.	Name of the post held and nature of employment	Name of the employer with designation and address	Date of joining	Date of leaving	Length of service (Years & Months)

(b) State details of present salary .

- i) Pay Scale : \_\_\_\_\_ ii) Present pay : \_\_\_\_\_
- iii) D.A. etc. : \_\_\_\_\_

11. State in brief the nature of duties assigned /performed:

12. Give the name, profession and present address of two responsible persons other than blood relation to whom a reference can be made about you. 1.

2.

13. State whether you have been at any time  
a) pronounced unfit to service in any organisation,  
b) dismissed, removed or debarred from service of any organisation, or  
c) convicted by a criminal court. :

14. Other relevant particulars :

\*15. Certificates enclosed ( Please ( ✓ ) tick)

1) Educational Qualifications :

2) Technical Qualifications :

3) **Certificate of disability from the Authorized District Medical Board**

4) Demand Draft (in Original)

5) Nativity Certificate :

6) Service Certificate if any :

16. DECLARATION TO BE SIGNED BY THE APPLICANT :

I hereby declare that all the entries in this application are true to the best of my knowledge and belief.

Date:

Signature

Note: \* Marked columns must be filled and enclose attested copies of relevant certificates. Without these details application cannot be considered.

(The endorsement below to be signed and forwarded by the Head of the Department/Employer in the case of applicant is in service)

Ref.No.

Date:

Forwarded

The applicant Kum/Smt/Sri/ \_\_\_\_\_ holds the post of \_\_\_\_\_ in this office in a temporary/permanent capacity. She/He is drawing a basic pay of Rs. \_\_\_\_\_ and his/her total emoluments are Rs. \_\_\_\_\_ on (date) \_\_\_\_\_. There is no objection if his/her application being considered.

Date:

Signature of forwarding Officer

Place:

Designation :

Seal :