

**APPLICATION FORM FOR THE RECRUITMENT TO THE  
POST OF ACCOUNTS & AUDIT OFFICER UNDER  
PRINCIPAL DIRECTOR, HEALTH & FAMILY WELFARE**

Passport size  
photo to be  
affixed

- 1) Name of candidate : \_\_\_\_\_  
(in capital letters only)
- 2) Father's/Mother's Name : \_\_\_\_\_
- 3) Permanent Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 4) (a) Address for correspondence : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (b) Phone Number : \_\_\_\_\_
- (c) Phone Number (Optional in case of emergency) : \_\_\_\_\_
- 5) Date of birth(attached self attested photo copy of Birth Certificate or HSLC or Adhaar) : \_\_\_\_\_
- 6) Sex (Male or Female) : \_\_\_\_\_
- 7) Community i.e. SC/ST/OBC (attached self attested photocopy of the supporting document) : \_\_\_\_\_
- 8) Educational and other qualifications as prescribed in the advertisement (attached self attested photocopy of the supporting document) : 1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_  
4. \_\_\_\_\_

9) Experience, If any(attached self attested photocopy of the supporting document) \_\_\_\_\_ :

10) Whether the candidate possesses working knowledge of Mizo language at least Middle School Standard? : YES/NO

11) Employment Registration Number : \_\_\_\_\_

12) Indicate the list of self attested Documents enclosed with the Application (i.e. Educational Certificate, ST Certificate, Birth Certificate, Employment Registration, etc.)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

### DECLARATION

I hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I understand that if the information given by me is proved false/not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn.

Place :

Date :

(Signature of the candidate)

### Important notes to applicant

1. Candidates are requested to fill the application carefully and ensure all personal information are correct.
2. The selection procedure will involve short-listing of applicants by Personal Interview only as well as **Typing Skill Test** for Account & Audit Officer and LDC only.
3. The engagement shall be purely on fixed tenure i.e for 5 (five) years on \_\_\_\_\_ co-terminus basis with the project.
4. Engagement may be terminated by the Appointing Authority, if the employee is found medically unfit or is found guilty of his conduct or insubordination.
5. Date and time of interview and typing skill test shall be intimated in due course.