



APPLICATION FORM

For the Post of Administrative Officer – 01 (UR)

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION P-16, TARATALA ROAD, KOLKATA -700 088 (An Autonomous Body under Ministry of Tourism, Government of India) Telephone no. 033-24014124/4218 E-mail: mail@ihmkolkata.org Website: www.ihmkolkata.org	Passport Size Photograph
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1.	Name of Candidate (in Capital Letters)					
2.	Date of Birth	Day	Month	Year	Age as on (01.10.2019)	
3.	Father's Name/ Husband's Name					
4.	Nationality					
5.	Gender (Male / Female)					
6.	Marital Status					
7.	Category (Please tick in appropriate box)	GEN	SC	ST	OBC	PH
8.	Address with Pin Code	Correspondence			Permanent	
9.						
10.	Telephone no.					
11.	Mobile no.					
12.	E-mail id					
12.	Education Qualification: [Enclose additional sheet if required]					
Sl.	Name of the Exam passed	Name of the Board / University	Year of passing	% of Marks up to two decimals/ Division		
				%	Division	
a)	Bachelor of Commerce					
b)	Post-Graduation					

c)	Any other relevant qualification				
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13 Work Experience (in chronological order beginning from the present job **)								
Sl	Designation	Pay Grade/ Pay Band	Type of Employment		Period of Service		Experience/ Relevant Documents Attached	
			Permanent	Contractual	From	To	Yes	No
Total Years of Experience :								
14	Present post with scale of pay & pay drawn **							
15	Disclosure about past disciplinary proceedings, if any **							
16	Details regarding legal detention / conviction if any **							
17	Any other information desired to be furnished **							

** Enclose additional sheet if required

Declaration

I hereby declare that all the particulars furnished by me in this application are true to the best of my knowledge and belief. If any of the information / particulars furnished by me is found to be false at any stage, I am aware that my candidate / selection is liable to be rejected / cancelled by the appropriate authority without assigning any reason.

(Signature of the applicant)

Date:
Place:

