



Tamil Nadu Grama Bank

Head Office

No.6, Yercaud Road
Hasthampatti
Salem – 636 007

Ph: 0427-2402902, 2402903
Chairman /Fax: 0427-2402900
General Manager: 0427-2402904

Recruitment for the post of Office Assistant (Multipurpose)

Bio-Data

(To be filled by the candidate in his/her own handwriting)

**Please affix Photo
and sign.**

1. Name (in Capital Letters) :
2. Date of Birth :
3. Nationality : Indian / Non Indian
4. Religion Hindu / Muslim /Christian / Buddhist / Sikh / Others(Specify)
5. A. Address for communication with Pincode (in Capital Letters) :

B. Native place with Address :

C. Landline / Mobile no :
6. Name of father and occupation :
Annual Income of Parents :
Name of Mother and occupation :
7. Marital Status Single / Married / Widow / Divorced / Legally separated
Name of the Spouse if married :
Date of Birth of spouse :
Present occupation of spouse :

8. Detail of your family : Brothers _____ Sisters _____ Sons _____
 Daughters _____ Others (give details) _____
9. Category : SC / ST / OBC / PC/General
10. Languages which the candidate can : Read:
 Write:
 Speak:

11. Educational Qualification

Sl No	Exams passed / studying	University/ Institution/ Board	Year & Month of passing	% of Marks	Principal & Subsidiary subjects	No of attempts	Full time course or correspondence
1.							
2.							
3.							
4.							

If Grade point averages or Cumulative grade point averages have been awarded, indicate the maximum GPA or CGPA. If GPA are represented by letter like A,B,C., please give details.

12. State the persons, if any, who are dependant on you, for financial support :

13. Name/s of the place/s, where you have lived In the last 10 years i.e. from January 2005

Sl. No	Place	From	To
1.			
2.			
3.			
4.			

14. a. Employment experience if any. NOC/Relieving Certificates must be produced.

Name & Address of the employer	Designation	Period of Employment	Temporary / Permanent	Salary	If not in employment at present, reasons for leaving

- b. Post already applied for:

- c. Interviews already attended or to be attended with dates

- d. Jobs already qualified (Pending appointments)

15. Details of any self employment. Please give full details.

16. Have you ever been arrested, prosecuted, kept under detention, or bound down / fined, convicted by Court of Law for any offence involving moral turpitude? If yes, give full details.
17. Have you ever been debarred/ disqualified by any institution from appearing at its examination / selection or debarred from any examinations, rusticated by any University or any other educational authority / Institution? If yes, give full details.
18. Is any case pending against you in any Court of Law involving moral turpitude? If yes, give details.
19. Is any case pending against you in any University or any other educational authority / Institution at the time of filling up this form / If yes, give full details.
20. Names, Occupation & addresses of two respectable persons, not related to you, should be given as reference.
1. Name :
Occupation :
Address :
2. Name :
Occupation :
Address :
21. Additional information, if any, which the candidate wishes to furnish.
22. How soon you can join in the Bank?

DECLARATION

I hereby declare that the above statements are true and correct and it is understood that if I am employed, the offer of employment will be based upon the truthfulness of the statements made here and in the event of any information being found false or incorrect; my appointment is liable to be terminated. I agree to serve anywhere in India, including rural and semi-urban areas.

Date:

Place:

Signature of Applicant

For Office use

Date:

Specimen signature of the candidate
Signed in my presence

Signature of the Duty Officer