APPLICATION FORMAT

Post Applied for:

Photograph

1) Name(In capital letters)
2) Father's name:
3) Address for Communication:
4) Permanent Address
5) Date of Birth:
   (with supporting document)
6) Sex:
7) Marital Status:
8) Valid E-mail & Contact no.:
9) Educational Qualification:

Name of examination	Board	Year of passing	% obtained / CGPA	Subjects

9) Post qualification *Experience(for experienced candidates).

Name of Organization	Post Held	Pay scale and Grade	No.Of years	Details of experience (Separate sheet may be used if necessary)

*Experience Certificate/s from the employer must be enclosed.

I hereby declare that the above is true to best of my knowledge and if found false my candidature may be cancelled.

Signature:

Date:

Place:

Notification:

1) AGCL will not be responsible for postal delay or loss / non-delivery thereof. No correspondence in this regard will be entertained. AGCL will also not take responsibility to connect any certificate / remittance sent separately.

2) Request for change of Mailing address / email / category / posts as mentioned in the application will not be entertained.

3) Applications not as per the prescribed format will be summarily rejected. An application not accompanied by relevant certificate(s) / document(s) / photographs etc. as mentioned above or requisite fee (wherever necessary) or not in prescribed format or not signed by the candidate or incomplete in any respect will not be entertained.

4) Candidates should possess a valid email ID. Candidates are advised to keep the email ID (to be entered compulsorily in the application form) active for at least one year. No change in the email ID will be allowed once entered. All correspondence with candidates shall be done through email only. All information / communication regarding Test and / or interview call letters etc. shall be provided through email to the candidates found apparently eligible based on the details given in the application form. Responsibilities of receiving and downloading of information / communication etc. will be of the candidate. AGCL will not be responsible for any loss of email sent, due to invalid / wrong email ID provided by the candidate and no correspondence in this regard will be entertained.

5) Only short listed candidates who are found apparently eligible based on the details given in the application form will be called for written test and/ or interview as the case may be. In case the applicant does not receive any communication within 90 days from the date of publication of this advertisement, it may be presumed that he/she has not been short listed for Test and / or Interview.

6) Category (SC/ST/OBC/) once mentioned in the application form will not be changed and no benefit of other category will be admissible later on.

7) The OBC candidates who belong to “CREAMY LAYER” are not entitled for OBC concession and such candidates have to indicate their category as “General”.

8) Relaxations / Reservations for SC/ST/OBC (Non Creamy Layer) as per Government Directives are applicable.

9) Candidates from SC/ST/OBC category should produce their caste certificate issued by Competent Authority.

10) Candidates employed in Govt. Department / PSU / Autonomous bodies shall either forward their application through Proper Channel or shall produce NOC from their present employer at the time of Interview. In case, the application of the candidate is not forwarded through proper channel or the candidate fails to produce NOC from his present employer at the time of interview, his / her candidature will not be considered.

11) Candidature of the candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.

12) AGCL reserves the right to raise the minimum eligibility standards. The Management also reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.

13) The prescribed qualification / experience are the minimum and mere possession of the same does not entitle a candidate for written test / interview. AGCL's decision shall be final in this regard.

14) Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.

Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Guwahati Court only.

15) In case any dispute arises on account of interpretation in versions other than English, English version will prevail.

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