



**TAMILNADU INDUSTRIAL DEVELOPMENT CORPORATION LTD.
19-A, RUKMINI LAKSHMIPATHY ROAD, EGMORE, CHENNAI - 600 008.**

Application for the post of : **ACCOUNTS OFFICER**

PERSONAL DATA

Affix
Recent
Passport Photo
here

1. NAME IN FULL :
(in block letter)

2. ADDRESS FOR COMMUNICATION :

3. PERMANENT ADDRESS :

4. PLACE OF BIRTH :

5. DATE OF BIRTH :

6. AGE :

7. MARITAL STATUS :

a. Name of the spouse :

b. Whether employed : YES / NO

c. If yes, -- Particulars of Employment of spouse.

Name of the Employer	Address of the Employer	Length of Service	Designation



8. No. of Children :

Sl. No.	Name of the Children	Age	Educational details

9. Family History :

Sl. No.	Name	Age	Employment details, if any.
1.	Father :		
2.	Mother :		
3.	Brothers :		
4.	Sisters :		

10. i. Name of the Community :
- ii. Whether belonging to SC/ST/MBC/
BC/ OC :
- iii. Name of caste / sub-caste :



11. Languages known:

Sl. No.	Name of the Languages known	Speak	Read	Write
1.				
2.				
3.				
4.				
5.				

12. Reference (at least two references not related to the applicant and residing in India may be given)

Sl. No.	Name	Address	Position	Telephone No.
1.				
2.				

13. Details of physical disability of permanent nature or chronic illness, if any :



EDUCATIONAL QUALIFICATIONS

Sl. No.	Name of the School / College	Name of the University	Examinations passed with month / year	Special Subjects	% of marks & Class
1.					
2.					
3.					
4.					
5.					
6.					



SEMINARS / COURSES ATTENDED			
Sl. No.	Name of the Organiser / Institution	Topic	Duration & Period

GENERAL

- I. a) Any relative or acquaintance working in this Corporation : YES / NO
If yes, give details :
- b) Details of relatives working in other Public Sector Undertakings / Government :
- II. a) Membership with Professional Institutions :
b) other Institutions :
- III. Sports proficiency :
- IV. Any political affiliation. If so, give a brief detail :
- V. Have you applied before to this Corporation :
- VI. Minimum gross emoluments acceptable :
- VII. Minimum joining time required :



DECLARATION

I, _____ solemnly declare that the details given above are true to the best of my knowledge and I will produce the supporting documents for the same and in case, if the details given are found not correct, I shall abide by the action of the management.

SIGNATURE OF THE APPLICANT

Place:

Date: / /2014

Encls.:

1. Age Proof
2. Community Certificate
3. Educational Qualifications – Self Attested copies of relevant certificates.
4. Experience Certificate – from previous and present employers.
5. No Objection Certification from the present Employer
6. Any other relevant details