



**SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES**

**APPLICATION FORM**

**APPLICANT'S NAME:**

**POST: DEPUTY MANAGER**

**CATEGORY:**

**TYPE OF DISABILITY:**

**PERSONAL DATA**

Full name in Block Letters :

First Name :

Middle Name :

Surname :

Age	Date of Birth	Nationality	Category [SC/ST/ OBC (non-creamy layer)/ General]	Please indicate percentage of disability	Marital Status

Are you an Ex-Serviceman	Yes/No
Whether domiciled in Kashmir Division of the State of J&K during the period 1.1.1980 to 31.12.1989	Yes/No

Spouse's Name :	Occupation :	Organisation :
Father's Name :	Occupation :	Organisation :
Mother's Name :	Occupation :	Organisation :

Address to which, we should write :		Permanent Address :	
Tel. No. :	PIN :	Tel. No. :	PIN :
Email :		Email :	

Present Employer :		
Tel. No. :	Fax :	Email :

If you had applied in the past for a post in our Organisation, please give details such as post applied for, year and the outcome :

Are you willing to work anywhere in India? -

**EDUCATION:**

Standard	Period From - To	School, College, University or other institution	Degree (Specialisation) (min 50% marks)	Result	
				Div./ Class/ Grade	% Marks obtained

**EXPERIENCE:**

(Beginning with Present Employer)

Period (No. of Years / Months) From -To	Employer (Beginning with present employer)	Designation & Grade/Scale or Rank	Job Profile	Emoluments per month (₹)

**LANGUAGES KNOWN:**

	Language	Speak	Read	Write
Mother Tongue :				
Other Languages				

## **CHOICE OF EXIM BANK AS A CAREER**

Outline briefly, your reasons for applying to our Organisation.

I hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature for appointment may be cancelled/ terminated without any notice.

Place:

Date:

\_\_\_\_\_  
(Signature)

Encl: Self-attested copies of Proof of Age, Degree Certificates, Marksheets, Caste Certificate (if applicable), Medical Certificate issued by the Competent Authority in proof of Disability and Scribe Declaration Form (If Applicable).

## **SCRIBE DECLARATION FORM**

The visually impaired candidates and candidates whose writing speed is adversely affected permanently for any reason can use their own scribe at their cost during the written examination. In all such cases where a scribe is used, the following rules will apply:

- Please ensure you are eligible to use a scribe as per the Government of India rules governing the recruitment of Persons with Disabilities.
- The candidate will have to arrange his/her own scribe at his/her own cost.
- The scribe arranged by the candidate should not be a candidate for the same examination. If violation of the above is detected at any stage of the process; candidature of both the candidate and the scribe will be cancelled.
- A person acting as a scribe for one candidate cannot be a scribe for another candidate.
- The scribe may be from an academic stream different from that stipulated for the position of Deputy Manager.
- Both the candidate as well as scribe will have to give a suitable undertaking confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe mentioned above. Further in case it later transpires that he/she did not fulfill any laid down eligibility criteria or suppressed material facts the candidature of the applicant will stand cancelled, irrespective of the result of the written examination.
- Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination or as otherwise advised.
- Please fill up the DECLARATION given below and submit along with the application form.

We, the undersigned, Shri/Smt/Kum. \_\_\_\_\_ eligible candidate for the written examination and Shri/Smt/Kum. \_\_\_\_\_ eligible writer (scribe) for the eligible candidate, do hereby declare that:

1. The scribe is identified by the candidate at his/her own cost and as per own choice. The candidate is visually impaired or his/her writing speed is adversely affected permanently and s/he needs a writer (scribe) as permissible under the Government of India rules governing the recruitment of Physically Challenged persons.
2. As per the rules, the candidate availing services of a scribe is eligible for compensatory time of 20 minutes for every hour of the examination.

3. In view of the importance of the time element and the examination being of a competitive nature, the candidate undertakes to fully satisfy the Medical Officer of the Organization that there was necessity for use of a scribe as his/her writing speed is affected by the disabilities mentioned in Paragraph '1' above.
  
4. We hereby declare that all the above statements made by us are true and correct to the best of our knowledge and belief. We also understand that in case it is detected at any stage of recruitment that we do not fulfill the eligibility norms and/or that the information furnished by us is incorrect/false or that we have suppressed any material fact(s), the candidature of the applicant will stand cancelled, irrespective of the result of the examination. If any of these shortcoming(s) is/are detected even after the candidate's appointment, his/her services are liable to be terminated. In such circumstances, both signatories will be liable to criminal prosecution.

I, \_\_\_\_\_(Scribe), am not a candidate for this recruitment.

Given under our signature and contact details:-

Signature of the Scribe Candidate

Signature of the Candidate

Postal Address of the Scribe Candidate

Postal Address of the Candidate

Mobile No. of the Scribe Candidate

Mobile No. of the Candidate

Landline No. of the Scribe Candidate

Landline No. of the Candidate

Photograph of  
the Scribe

\_\_\_\_\_  
Signature of the officer (Exim Bank)