

**‘Annexure - A’ (General Bio-Data)**

**APPLICATION FOR THE POST OF TAX ASSISTANT/ STENOGRAPHER-GR.II /  
HAVALDAR UNDER SPORTS QUOTA RECRUITMENT**

|  |  |  |
|--|--|--|
| <p style="text-align: center;">Post/s Applied for (in the order of preference):</p> <p style="text-align: center;">i) _____<br/>ii) _____<br/>iii) _____</p> <p style="text-align: center;">Game/Sports: _____</p> | <p>A passport size photograph of the candidate is to be pasted here duly signed by the applicant across it, where part of such signature is on the photograph and other part is on the application</p> |  |
| 1.   | Candidate's Name in full<br>(in Block letters)   |  |
| 2.   | Father's/ Mother's Name  |  |
| 3.   | Nationality  |  |
| 4.   | Date of Birth<br>(DD/MM/YYYY)  |  |
| 5.   | Age as on 09.08.2024   |  |
| 6.   | Gender (Male/Female)   |  |
| 7.   | Permanent Residential<br>Address   |  |
| 8.   | Address for Correspondence   |  |

|      |   |  |  |   |
|------|---|--|--|---|
|      |   |  |  |   |
| 9.   | Email ID  |  |  |   |
| 10.  | Mobile No./Nos.   |  |  |   |
| 11.  | Category (SC/ST/OBC/GEN)  |  |  |   |
| 12.  | Caste   |  |  |   |
| 13.  | Two marks of identification   | i)   |  |   |
|      |   | ii)  |  |   |
| 14.  | <b>Educational and other Qualification(s), if any (Copies of self-attested certificates should be enclosed)</b> | <b>Examination Passed<br/>Name of the Institute/ Board</b> | <b>Month &amp; Year of Passing<br/>(MM/YYYY)</b> | <b>Percentage of Marks &amp; Class Obtained</b> |
| i)   | 10 <sup>th</sup> Std. or Matriculation  |  |  |   |
| ii)  | 12 <sup>th</sup> (+2 stage) or Intermediate   |  |  |   |
| iii) | Graduation in any faculty   |  |  |   |
| iv)  | Technical Qualification, if any   |  |  |   |
| 15.  | If you are already employed, give particulars:  |  |  |   |
| i)   | Name & Address of the organization  |  |  |   |
| ii)  | Employed from and to  |  |  |   |
| iii) | Designation   |  |  |   |

|     |   |  |
|-----|---|--|
| 16. | Position specialized in case of member of Team event  |  |
| 17. | Level of Representation in game/sport (indicate whether represented Country/ State / University or the State schools team |  |
| 18. | Full details regarding the representation & the award received including the event in which represented /year             |  |
| 19. | Any other special achievement   |  |

**DECLARATION**

I \_\_\_\_\_ S/o or D/o Shri \_\_\_\_\_ hereby solemnly declare that I have carefully gone through the eligibility criteria for the post applied for and I meet all the conditions; that all information given by me above are true and complete to the best of my knowledge & belief; that there are no ongoing investigation/s against me regarding Doping by the World Anti-Doping Agency (WADA), or National Anti-Doping Agency (NADA) or any other relevant authorities, or there are no ongoing/pending any other enquiry against me for using unfair means of any nature to compete or win in any of Sporting event; and that if any irregularity is noticed or any information furnished by me is found to be incorrect/false at any stage, my candidature/ Service stands liable to be cancelled/terminated at any point in time.

Place:

Signature

Date:

(Name in capital letters)

**‘ANNEXURE - B’ (Details of Performance in Sports/Games)**

| <b>Sl. No</b>  | <b>Date when the tournament concluded</b> | <b>Place where held</b> | <b>Name of the Tournament</b> | <b>Event participated</b> | <b>Position earned</b> |
|--|---|-------------------------|-------------------------------|---------------------------|------------------------|
| <b>Best three performances during the year 2023-24</b> |   |                         |                               |                           |                        |
| 1.   |   |                         |                               |                           |                        |
| 2.   |   |                         |                               |                           |                        |
| 3.   |   |                         |                               |                           |                        |
| <b>Best three performances during the year 2022-23</b> |   |                         |                               |                           |                        |
| 1.   |   |                         |                               |                           |                        |
| 2.   |   |                         |                               |                           |                        |
| 3.   |   |                         |                               |                           |                        |
| <b>Best three performances during the year 2021-22</b> |   |                         |                               |                           |                        |
| 1.   |   |                         |                               |                           |                        |
| 2.   |   |                         |                               |                           |                        |
| 3.   |   |                         |                               |                           |                        |
| <b>Best three performances during the year 2020-21</b> |   |                         |                               |                           |                        |
| 1.   |   |                         |                               |                           |                        |
| 2.   |   |                         |                               |                           |                        |
| 3.   |   |                         |                               |                           |                        |
| <b>Best three performances during the year 2019-20</b> |   |                         |                               |                           |                        |
| 1.   |   |                         |                               |                           |                        |
| 2.   |   |                         |                               |                           |                        |
| 3.   |   |                         |                               |                           |                        |

Place:

Signature

Date:

(Name in capital letters)

**FORM -1**

(for representing India in an international competition in one of the recognized Games/Sports)

**NATIONAL FEDERATION/NATIONAL ASSOCIATION OF \_\_\_\_\_**

**Certificate to a meritorious sportsman for employment to a Group 'C' post/ service under the Central Government.**

Certified that Shri/Smt./Kumar/Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ resident  
of \_\_\_\_\_ (complete address) \_\_\_\_\_ represented  
the country in the game/event of \_\_\_\_\_ in  
\_\_\_\_\_ Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_  
to \_\_\_\_\_.

The position obtained by the individual /team in the above said  
Competition/Tournament was \_\_\_\_\_.

The certificate is being given on the basis of records available in the  
office of the State Association of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the Federation/ National Association

Address \_\_\_\_\_

Seal \_\_\_\_\_

Note: This Certificate will be valid only when signed personally by the Secretary,  
National Federation/National Association.

**FORM - 2**

(for representing a State in India in a National competition in one of the recognized Games/Sports)

**STATE ASSOCIATION OF \_\_\_\_\_ IN THE  
GAME \_\_\_\_\_ OF \_\_\_\_\_**

**Certificate to a meritorious sportsman for employment to a Group 'C'  
post/ service under the Central Government.**

Certified that Shri/Smt./Kumar/Kumari \_\_\_\_\_ son/wife/daughter of Shri \_\_\_\_\_ resident of \_\_\_\_\_ (complete address) represented the State of \_\_\_\_\_ in the game/ event of \_\_\_\_\_ in the National Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual /team in the above said Competition/Tournament was \_\_\_\_\_.

The certificate is being given on the basis of records available in the office of the State Association of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the State Association  
\_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

Note: This Certificate will be valid only when signed personally by the Secretary of the State Association.

**FORM - 3**

(For representing a University in the Inter-University Competition in one of the recognized Games/sports)

**UNIVERSITY OF \_\_\_\_\_**

**Certificate to a meritorious sportsman for employment to a Group 'C' post/service under the Central Government.**

Certified that Shri/Smt./Kumar/Kumari \_\_\_\_\_  
Son/Wife/Daughter of Shri \_\_\_\_\_  
Resident of \_\_\_\_\_ student of  
\_\_\_\_\_ Represented the University of  
\_\_\_\_\_ in Inter the game/event of  
\_\_\_\_\_ in Inter-University  
Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said competition/tournament was \_\_\_\_\_.

The certificate is being given on the basis of records available in the office of Dean of Sports or Officer in overall charge of sports in the University of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the University:

\_\_\_\_\_ Address \_\_\_\_\_

Seal \_\_\_\_\_

Note: This Certificate will be valid only when signed personally by Dean/Director or other officer in overall charge of sports in the University concerned.

**FORM – 4**

**Directorate of Public Instructions/Education of the State of \_\_\_\_\_**

**Certificate to a meritorious sportsman for employment to a Group 'C'  
post/service under the Central Government.**

Certified that Shri/Smt./Kumar/Kumari \_\_\_\_\_  
son/daughter of Shri \_\_\_\_\_ resident  
of \_\_\_\_\_ student of \_\_\_\_\_  
(Complete address)

Represented the \_\_\_\_\_ State  
School Team in the \_\_\_\_\_ game/event of  
\_\_\_\_\_ in the National Games  
for \_\_\_\_\_ schools held  
at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said  
Competition/Tournament was \_\_\_\_\_.

The certificate is being given on the basis of records available in the office of  
Directorate of Public Instructions/education of \_\_\_\_\_.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Designation \_\_\_\_\_  
Address \_\_\_\_\_  
Seal \_\_\_\_\_

Note: This Certificate will be valid only when signed personally by the Director or  
Additional/Joint or Deputy Director in overall charge of sports/games/for  
Schools in the Directorate of Public Instruction/Education of the State.



**FORM - 5**

(for the awardees in Physical Efficiency performances conducted by the Ministry of Education & Social Welfare)

**Government of India/Department of Youth Affairs and Sports**

**Certificate to a meritorious sportsman for employment to a Group 'C' post/ service under the Central Government.**

Certified that Shri/Smt./Kumar/Kumari \_\_\_\_\_ son/daughter of Shri \_\_\_\_\_ resident of \_\_\_\_\_ (complete address) represented the \_\_\_\_\_ School Team in the game /event of \_\_\_\_\_ in at the National Competition held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The certificate is being given on the basis of records available in the Ministry of education and Social Welfare.

Place \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

Note: This Certificate will be valid only when signed personally by the Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare.