

BIO-DATA FORM**PLEASE BRING THIS FORM DULY FILLED AT THE TIME OF INTERVIEW****(To be filled in by the candidate in his/her own handwriting)****DATE OF INTERVIEW:** _____

Roll No.	:	
Name	:	
Father's Name/ Husband's Name	:	
Cadre	:	Officer Scale-I/ II (General Banking officer/ Chartered Accountant)/ Office Assistant (Multipurpose)
Address	:	
Contact No. (i) Mobile (ii) Landline	:	
E-mail ID	:	
Category- SC/ ST/ OBC (certificate should be on or after <u>01.06.2015</u>)/ Gen/EXS/PWD	:	
Date of Birth	:	
Age (As on 01.06.2014)	:	
Academic Qualifications (As on 09.07.2014)	:	
Proficiency in Punjabi language (As on 09.07.2014) (For Officer scale-I and Office Assistant (Multipurpose)	:	
Professional Qualification.	:	
Computer Knowledge	:	
Experience (if any)	:	

PASTE PASSPORT SIZE PHOTOGRAPH ATTESTED BY <u>GAZETTED OFFICER</u>
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Signatures

Any Health /Family Problem	:		Are you willing to be posted anywhere in the area of operation of Bank in Punjab?	:	
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Whether you have already applied for any other post in other institutions	:	Yes	No
If Yes,	:		
1. Post Applied For	:		
2. Marks obtained in Written Test	:		
3. Date of Interview held/to be held	:		

SIGNATURE

FOR OFFICE USE**DOCUMENTS**

1.	Proof of Age/Date of Birth – Matriculation Certificate/Birth Certificate/Any other	:	
2.	Proof of Qualification: (i) Certificate / Degree (ii) Marks Sheet	:	
3.	Certificate having passed Punjabi at 10th/Graduation for proficiency Level as (As on 09.07.2014)	:	
4.	Medical Certificate in case of Physically Challenged : Issued by the Competent Authority	:	
5.	Discharge Certificate / Pension Pay Order (in case of EXS)	:	
6.	Caste Certificate : Issued by the Competent Authority (OBC certificate should be issued on or after <u>01.06.2015</u>)	:	
7.	NOC from respective Department in respect of serving candidates	:	

We hereby certify that we have checked the above documents & all of them are in order, as such candidate is eligible for Interview.

Officer

CHECK LIST

The photocopies of the following documents are enclosed:

Sr. No.	Documents	Put Tick Mark (√)
1.	Call Letter issued for interview	
2.	Prescribed Biodata Form duly filled in and photo attested by Gazetted Officer affixed thereon.	
3.	Print out of applications submitted on-line. (Photo affixed thereon)	
4.	Matriculation Certificate or any other document as proof of age/date of birth.	
5.	Mark Sheet (year-wise) along with Passing Certificate/Degree	
	a) Matric/SLC .	
	b) HSC	
	c) Graduate Degree	
	d) Post Graduation Degree	
	e) Professional	
	f) Research Qualification etc	
6.	Certificate having passed Punjabi at 10th /Graduation level for proficiency in Punjabi from a recognized Institution/University (As on 09.07.2014) (For scale-I & Office Assistant (Multipurpose))	
7.	Certificate in support of Computer Knowledge	
8.	Caste Certificate issued by Competent Authority in case of candidates belonging to SC/ST/OBC category, OBC category Certificate should not be prior to 01.06.2015.	
9.	Medical Certificate issued by Competent Authority in case of Physically Challenged candidates	
10.	A copy of Discharge Certificate, Retirement/Pension Order and document showing proof of rank in case of Ex-Servicemen	
11.	Two Passport size photographs (same as affixed on Call Letter for Written Test).	
12.	No objection certificate from employer in case of serving employees of Government/ Public Sector undertaking (including Banks)	
13.	Original certificates of the above have been brought for verification.	

Photocopies of all the above documents are arranged in Serial Order for verification with the Originals at the time of Interview.

(Signatures of Candidate)

Name : _____

Roll No. _____