**Application format for the post of Artisan IV initially as Temporary Employee (Artisan)**
**Advertisement No: 282**

Affix passport size photograph duly signed by the candidate

1. Trade applied for :
2. Name of the applicant: (in capital letters)
3. Date of Birth : D D M M Y Y Y Y
4. Gender - Please tick (√ ) : Male ☐ Female ☐
5. i) Father's name : _____
   ii) Father's occupation : _____
   iii) In case of BHEL Employee wards please furnish Staff No. and current status of employment of parent such as Serving / Retired / Resigned / Deceased : Staff number :_____ Unit:_____
   Serving ☐ Retired ☐
   Resigned ☐ Deceased ☐
   For deceased employee wards Please tick (√ ) : Death during service : Yes ☐ No ☐
6. i ) Caste / Category - Please tick (√ ) : General ☐
   Caste / Community Certificate should be attached
   OBC(Non creamy layer) ☐
   Scheduled Caste ☐
   Scheduled Tribe ☐
   ii) Religion :
   iii) Whether Physically Challenged? Please tick (√) Yes ☐ No ☐
   If yes, nature of handicap & percentage of disability
   Locomotor ☐ Disability : ____%age
   Hearing impaired ☐ Hearing Loss: ____ decibels
   Low Vision/Blind ☐
   ☐ Total absence of sight
   ☐ Visual acuity not exceeding 6/60 or 20/200 (snellen) in the better eye with correcting lenses
   ☐ Limitation of the field of vision subtending an angle or 20 degree or worse
   (iv) Whether Ex Serviceman Yes ☐ No☐
7. Whether seeking age relaxation as J&K candidate Yes ☐ No ☐
8. i) Address for communication:
   Door No. : _____
   Street : _____
   Village/Taluk/PO : _____
   District : _____
   State : _____Pin:_____
   ii) Telephone No. & e-mail address, if any : _____
9. Language Preference for Written Test Please tick (√) : Hindi ☐ English ☐ Tamil ☐
10. Proficiency in Tamil - Please tick (√) : Read ☐ Write ☐ Speak ☐
11. Academic & Technical Qualifications :

| Examination passed | Name of the Institution | Duration of course | Year of passing | Trade | Marks obtained | Maximum Marks |
|---|---|---|---|---|---|---|
| SSLC / X Std | | | | | | |
| HSC | | | | | | |
| NTC | | | | | | |

12. Whether undergone Apprenticeship Training under Apprentices Act 1961. Please tick (√) Yes ☐ No ☐
    If Yes, furnish details of apprenticeship training

| Name of the organization | Period of training From | To | Trade | Stipend per month | NAC Marks Marks Obtained | Maximum Marks |
|---|---|---|---|---|---|---|
| | | | | | | |

13. Are you employed **presently**? please tick (√) : Yes ☐ No ☐
If yes, please furnish details of present employment :

| Name of Organisation and address of Company | Name of Post held | Month & Year of employment From | To | Salary Drawn Rs. | Provident Fund Membership No. |
|---|---|---|---|---|---|
| | | | | | |

14. Experience: **(to be filled only by the candidates seeking age relaxation for experience)**

| Name of Post held, Name of Organisation and address of Company | Experience From | To | Product manufactured | Unit Capacity (MW) | Provident Fund Membership No. of the candidate |
|---|---|---|---|---|---|
| | | | | | |

15. Details of Demand Draft:

| Name of Bank | DD NO. | DD date | Amount (Rs.) |
|---|---|---|---|
| | | | |

**Declaration**

I hereby declare that all statements as mentioned in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any particulars or information given above being found false or incorrect, or if at any stage it is found that I do not possess the prescribed qualification for the post, my candidature will be rejected ab initio and I will not have any right/claim to the post.

Date : Signature of the Candidate

**List of documents to be attached by candidates along with the applications**

Applications without the documents, as applicable to their category, will not be considered. Candidates are advised to send only relevant documents neatly attached to the application in the order as given below

| Category of Candidates | Documents to be attached |
|---|---|
| General Category | (1) DD for Rs. 50/- |
| OBC Category | (1) DD for Rs. 50/.<br>(2) Copy of OBC certificate (with Non –creamy Layer status) and<br>(3) Self Undertaking |
| SC/ST Category | (1) Copy of Caste/Community Certificate |
| Physically Challenged | (1) Copy of Caste/Community Certificate if belonging to SC/ST/OBC (Non creamy Layer) and<br>(2) Copy of Certificate from Govt. Hospital / or Medical Board attached to Special Employment Exchange for the handicap regarding physical disability. |
| Ex-servicemen | (1) DD for Rs.50 (for General & OBC Candidates only)<br>(2) Copy of Caste/Community Certificate (for OBC/SC/ST) and Discharge certificate indicating period of service as Ex-servicemen |
| Candidates claiming age relaxation on experience | (1) DD for Rs.50 (for General & OBC Candidates only)<br>(2) Copy of Caste/Community Certificate (for OBC/SC/ST) and<br>(3) Experience Certificate from employer(s) stating clearly the period of service, the product manufactured in the Company and the MW details etc. |
| J&K Candidates claiming age relaxation | (1) DD for Rs.50 (for General & OBC Candidates only)<br>(2) Copy of Caste/Community Certificate (for OBC/SC/ST)<br>(3) Relevant Certificate issued by the Competent Authority for age relaxation as J&K domicile |

**SELF UNDERTAKING FOR OBC CANDIDATES**
**(to be submitted by OBC candidates, along with OBC (Non-Creamy Layer) Certificate)**

"I, _____ son/ daughter of Shri _____ resident of village/ town/ city _____, District _____, State _____ , hereby declare that I belong to the _____ community which is recognised as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93-Estt (SCT) dated 08.09.1993. It is also declared that I do not belong to persons/ sections (Creamy Layer) mentioned in column 3 of the schedule to the above referred office memorandum dated 08.09.1993

Name: Signature of candidate:
Date:

Application format can be downloaded from our website at www.bhel.com