

Annexure I**APPLICATION FOR RECRUITMENT OF POSTAL / SORTING ASSISTANT/POSTMAN/MAIL GUARD AND MULTI TASKING STAFF UNDER SPORTS QUOTA, KERALA CIRCLE**

The candidates are advised to read the detailed recruitment advertisement/notification for the post and instructions thereon carefully before filling up application form

1	Name in full (IN BLOCK LETTERS)		Paste recent passport size photograph of applicant (Do not staple). Please sign across. Sign should overlap on photo and form (Cross Signature)
2	Gender		
3	Father's/ Husband's name		
4	Nationality		
5	Permanent Address (with pin code)		
6	Date of birth;(DD/MM/YY format) in figures and words as recorded in matriculation/HSC/Cumulative record. Attach attested copy of relevant certificate		
	Place of birth		
	Age as on 03.12.2021	Year.....Months.....Days
7	Address for Communication (with pin code)		
8	Telephone Number		
9	Email id		
10	Whether SC/ST/OBC/EWS (Mention caste& attach attested photocopy of certificate issued by competent authority in the prescribed format)		
11	Details of application fee paid		
	Name of Post Office		
	Receipt No		
	Amount		
	Date		
12. Post Applied for (Tick any one of the following):* 1) Postal Assistant/Sorting Assistant <input type="checkbox"/> 2) Postman/Mail Guard <input type="checkbox"/> 3) Multi Tasking Staff <input type="checkbox"/> * If the candidate desires to apply for all the above three posts, he/she may do so by submitting separate applications for each post.			
Signature of the candidate			

13. ORDER OF PREFERENCE***NAME OF POST:**

Preference No	Name of Division/ Unit*
1	
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*To be furnished based on the vacancy notified for the respective post at para 4 of the notification.

14. EDUCATIONAL AND OTHER QUALIFICATIONS

(Attach proof of attested copies)

Sl. No.	Name of Examination	Percentage of marks obtained	Year of passing	Name of Board or University
1	SSLC			
2	10+2 or 12 th			
3#				

#Any other relevant information (Copies of mark sheets to be enclosed)

14 A. State if you have studied Malayalam upto 10 th Standard (Applicable only for Postman/Mail Guard and Multi Tasking Staff) If yes attach copy of SSLC/10 th Mark sheet	Yes/No
14 B. State if you possess valid driving license of two wheeler or Light Motor Vehicle (Applicable only for Postman) If yes attach copy of the license	Yes/No
14 C. Computer Knowledge (Applicable only for Postal Assistant/Sorting Assistant/Postman/Mail Guard) If yes attach copy of the certificate	Yes/No

15. SPORTS QUALIFICATION/ ACHIEVEMENT		
Name of the Sports Discipline (Please refer Para 10)		
A	<p>Whether you have represented the country in an international competition with the clearance of the Department of Youth Affairs& Sports.</p> <p>If yes please mention the details of such competition like name of event, year &month when event was held and position secured</p>	
B	<p>Whether you have represented a State/ UT in the Senior or Junior Level National Championships organised by the National Sports Federation recognised by the Department of Youth affairs and Sports or National Games organised by Indian Olympics Association and have won medals or positions up to 3rd place. Between the candidates participating in Senior and Junior National Championships/ Games, the candidates having participates and won medal in senior national Championship will be given preference.</p> <p>If yes please mention the details of such competition like name of event, year &month when event was held and position secured</p>	
C	<p>Whether you have represented a University in an inter University competition conducted by association of Indian Universities/ Inter University Sports Board and have won medals or positions up to the 3rd place in finals.</p> <p>If yes please mention the details of such competition like name of event, year &month when event was held and position secured</p>	
D	<p>Whether you have represented the state schools in the national sports/ games for schools conducted by the All India School Games Federation and have won medals or position up to the 3rd place in finals.</p> <p>If yes please mention the details of such competition like name of event, year &month when event was held and position secured</p>	
E	<p>Whether you have been awarded National Award in physical Efficiency under National Physical Efficiency Drive.</p> <p>If yes please mention the details of such competition like name of event, year &month when event was held and position secured</p>	

F	Whether you have represented a State/ Union Territory/ University/ State School teams at the level mentioned in categories (ii) to (iv) but could not win a medal or position in the same order of preference. If yes please mention the details of such competition like name of event, year & month when event was held and position secured	
(Attach attested photocopies of relevant certificates issued by the competent authority in the prescribed proforma as mentioned in the prospectus)		
Signature of the candidate		

16. DETAILS OF DISCIPLINES (PLEASE TICK <input checked="" type="checkbox"/> THE DISCIPLINE FOR WHICH APPLIED)					
Sl No.	Name of the Sports/Game	<input checked="" type="checkbox"/>	Sl No.	Name of Sports/ Game	<input checked="" type="checkbox"/>
1	Archery		2	Athletics	
3	Atya- Patya		4	Badminton	
5	Ball- badminton		6	Base ball	
7	Basketball		8	Billiards and Snooker	
9	Body Building		10	Boxing	
11	Bridge		12	Carrom	
13	Chess		14	Cricket	
15	Cycling		16	Cycle Polo	
17	Deaf Sports		18	Equestrian Sports	
19	Fencing		20	Football	
21	Golf		22	Gymnastics	
23	Handball		24	Hockey	
25	Ice-Hockey		26	Ice-Skating	
27	Ice-Skiing		28	Judo	
29	Kabaddi		30	Karate	
31	Kayaking and Canoeing		32	Kho-Kho	
33	Kudo		34	Mallakhamb	
35	Motor Sports		36	Net Ball	
37	Para Sports (for Sports discipline included in Para Olympics and Para Asian Games)		38	Pencak Silat	
39	Polo		40	Powerlifting	
41	Shooting		42	Shooting Ball	
43	Roll Ball		44	Roller Skating	
45	Rowing		46	Rugby	
47	Sepak Takraw		48	Soft Ball	
49	Soft Tennis		50	Squash	
51	Swimming		52	Table Tennis	
53	Taekwondo		54	Tenni-Koit	
55	Tennis		56	Tennis Ball Cricket	
57	Tenpin Bowling		58	Triathlon	
59	Tug-of –War		60	Volley Ball	
61	Weightlifting		62	Wushu	
63	Wrestling		64	Yachting	

I _____, hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being false or incorrect or ineligibility being detected before or after the appointment, my candidature/appointment is liable to be cancelled /terminated and my claim for the recruitment stand forfeited. I also understand that if any stage I am found ineligible by selection rules/regulations governing the conduct of selection process, my candidature can be cancelled or be declared to have failed by the department at its sole discretion. If any mistake in my application is detected after my selection, my service is liable to be terminated.

Date:

Place:

Signature of the Candidate

17. FORM OF UNDER TAKING

On my appointment in the Department of Posts in relaxation of the normal rules of recruitment, I hereby undertake and bind myself that I shall serve the Department at least for a period of three years and shall also faithfully take part in sports events for which I may be selected, by the appropriate authority and that I shall also represent the Department of Posts in national games when called upon to do so.

Date:

Place:

Signature of the Candidate

Specimen Forms**FORM I****(For representing India in an international competition in one of the recognized games/ Sports)**

NATIONAL FEDERATION / NATIONAL ASSOCIATION OF _____

Certificate to meritorious sportsmen for employment to Group C services under the Central Government

Certified that Shri/Smt/Kumari _____ son/wife/
 daughter of Shri _____ and 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 record available in the office of National Federation/
 National 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.

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-
 Estt(D) dated 4th August, 1980)

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 services under the Central Government.

Certified that Shri/Smt/Kumari _____ son/wife/ daughter of Shri _____ and 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 record 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 State Association.

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-Estt(D) dated 4th August, 1980)

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 services under the Central Government.

Certified that Shr/Smt/Kumari _____ son/wife/daughter
of shri _____ and resident of _____
_____ (Complete Address) Student of
_____ represented the university of
_____ in the 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 record 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 the Dean/ Director of other officer in overall charge of sports in the university.

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-Estt(D) dated 4th August, 1980)

FORM 4

(For representing a State School team in the national games for School in one of the recognized Games/ Sports)

DIRECTORATE OF PUBLIC INSTRUCTIONS/ EDUCATION OF THE STATE OF

Certificate to a meritorious sportsman for employment to a Group C services under the Central Government.

Certified that Shr/Smt/Kumari _____ son/wife/ daughter of
Shri _____ and resident of _____
_____ (complete
address)Student of _____ represented the
_____ State School team in the game / event of _____ in the National
games for school 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 record 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 instructions/ Education of the state.

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-
Estt(D) dated 4th August, 1980)

FORM 5

(For the awareness in physical efficiency performances conducted by the Ministry of Education and Social Welfare)

GOVERNMENT OF INDIA/ MINISTRY OF EDUCATION AND SOCIAL WELFARE

Certificate to meritorious sportsmen for employment to a Group C services under the Central Government.

Certified that Shr/Smt/Kumari _____ son/wife/ daughter of
Shri _____ and resident of _____

(complete address)
represented the _____ School team in the game / event
of _____ in the National Competition held
at _____ from _____ to _____.

The certificate is being given on the basis of record 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.

(Annexure B of the Department of Personnel and Administrative Reforms OM No. 147015/1/78-Estt(D) dated 4th August, 1980)

FORM OF CERTIFICATE as prescribed in MHA OM No.42/21/49/N GS dated 28.1.1952 as revised in Dept of Personnel and Administrative reforms letter no. 36012/6/76-Estt(SCT) dated 29.10.1977, to be produced by a candidate belonging to a scheduled caste or scheduled tribe in support of his claim

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his/ her claim an attested/certified copy of a certificate in the form given below, from the District Officer or the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education.

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)

This is to certify that Shri/Shrimati/Kumari* _____ son/daughter of _____ of village/town* _____ in District/Division * _____ of the State/ Union Territory* _____ belongs to the Caste/Tribes* _____ which is recognized as a Scheduled Castes/ Scheduled Tribes* under:- The Constitution (Scheduled Castes) order, 1950 _____ The Constitution (Scheduled Tribes) order, 1950 _____ The Constitution (Scheduled Castes) Union Territories order, 1951* _____ The Constitution (Scheduled Tribes) Union Territories Order, 1951* _____ As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976. The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 _____ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976*. The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962. The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@. The Constitution (Pondicherry) Scheduled Castes Order 1964@ The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @ The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@ The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968 @ The Constitution (Nagaland) Scheduled Tribes Order, 1970 @ The Constitution (Sikkim) Scheduled Castes Order 1978@ The Constitution (Sikkim) Scheduled Tribes Order 1978@ The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@ The Constitution (SC) orders (Amendment) Act, 1990@ The Constitution (ST) orders (Amendment) Ordinance 1991@ The Constitution (ST) orders (Second Amendment) Act, 1991@ The Constitution (ST) orders (Amendment) Ordinance 1996@ The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002@ The Constitution (Scheduled Caste) Orders (Amendment) Act 2002@ The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@ The Constitution (Scheduled Caste) Order (Amendment) Act 2007@. % Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/ Union Territory Administration.

2. This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati _____ Father/mother of Shri/Srimati/Kumari* _____ of village/town* _____ in District/Division* _____ of the State/Union Territory* _____ who belong to the _____ Caste/Tribe* _____ which is recognized as a Scheduled Caste/Scheduled Tribe * in the State/Union Territory* of _____

_____ issued by the _____ dated _____.

3. Shri/Smt/Kum* _____ and/or his/her* family ordinarily reside (s) in Village/Town _____ of District/Division of the State/Union Territory of _____.

Signature _____
Designation (with seal of office)

Place

Date

* Please delete the words which are not applicable

@ Please quote ** specific presidential order

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

** List of authorities empowered to issue Caste/Tribe Certificates:

(i) District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Dy. Collector/1st Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Extra-Assistant Commissioner/ Taluka Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tahsildar.

(iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

NOTE: ST candidates belonging to KERALA State should submit caste certificate ONLY FROM THE REVENUE DIVISIONAL OFFICER.

(Form of Certificate to be produced by Other Backward Classes)

This is to certify that Shri/Smt./Kumari _____ son/daughter of _____ of village/ town in _____ District/Division _____ in the State/ Union Territory _____ belongs to the Community which is recognized as a backward class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. _____ dated _____ * Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District/Division of the _____ State/Union Territory. This is also to certify that he/she does not belong to the persons/ sections (Creamy Layer) mentioned in Column 3 of the Scheduled to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93-Estt(SCT)dated 8.9.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal:

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

(Form of Certificate to be produced by Economically Weaker Sections)

Government of _____
(Name & Address of the authority issuing the certificate)

**INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY
ECONOMICALLY WEAKER SECTIONS**

Certificate No. _____ Date _____ *VALID FOR THE YEAR.* _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____ Village/Street, _____ Post Office _____ District, in the _____ State/ Union Territory _____ Pin Code _____ Whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/ her family** is below Rs.8 Lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets *** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq.yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities

2. Shri/Smt./Kumari belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes(Central List).

Recent
Passport size
attested
photograph of
the applicant

Signature with seal of Office _____
Name _____ Designation _____

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession etc.

** Note 2: The term 'Family' for this purpose include the person, who seeks benefit of reservation, his/ her parents and Siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.