



**FORMAT OF APPLICATION**

To:

CHRO-AIESL,  
HR Department  
2<sup>nd</sup> Floor, CRA Building,  
Safdarjung Airport Complex,  
Aurobindo Marg,  
**New Delhi-110003.**

Paste recent color  
Photograph and  
sign across

POSITION APPLIED FOR: **ASSISTANT SUPERVISOR**

LOCATION APPLIED FOR: \_\_\_\_\_

1/a Full Name (in Block letters): \_\_\_\_\_  
First Middle Surname

1/b) Father's Name: \_\_\_\_\_

2. Date of Birth (DD/MM/YYYY) : \_\_\_\_\_

3. Age as on 01/01/2024: \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days

4. Place and State of Birth: \_\_\_\_\_

5. Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Pin Code: \_\_\_\_\_

a) Telephone No. (Residence with STD Code): \_\_\_\_\_

b) Mobile: \_\_\_\_\_ c) E-mail (if any): \_\_\_\_\_

6. Gender (Please tick whichever applicable): MALE/FEMALE

7. Marital Status: Mark "X" in appropriate Box

Unmarried	Married	Divorce	Widow(er)	Separated

8. A) Nationality: \_\_\_\_\_ B) Religion: \_\_\_\_\_

9. i) Do you have fluency in English : Yes/No

ii) Conversant with local language : Yes/No



iii) Proficiency in Computer Operation : Yes/No

10. a) Whether SC/ST/OBC/EWS/OTHERS: (Also mention sub-caste):

	SC	ST	OBC	EWS	OTHERS
Sub Caste					

(Indicate category to which you belong by marking “X” in the appropriate Box and also mentioned sub-caste.

- If SC/ST – attach copy of the caste certificate as per Central Govt. Format.
- If OBC, furnish current certificate including the “Non-Creamy Layer Clause”. OBC Community should be as per the Central List of OBCs published by the Govt. of India.
- If EWS, for claiming the benefit applicable to Economically Weaker Section Category (EWS), candidates have to produce latest Income and Asset Certificate issued by the Competent Authority, in the prescribed format, failing which such candidates would be considered as General category. The Income and Asset Certificate shall be valid for the financial year 2022-23 and shall be prepared on the basis of income and asset verification for the financial year 2021-22

b) **Whether Ex-Servicemen** : **YES/NO**  
(If yes, furnish details of service, position held, date of release, details of experience after release (attach copies of relevant documents).

c) **Whether working in any Govt./Semi-Govt./Public Sector Undertaking or autonomous body.**  
(If “YES” enclose “No Objection Certificate”) **YES/NO**

11. Educational/Technical Qualifications: (Matriculation/SSC onwards):

Examination(s) passed	Name of the University/ Institution	Date, Month & Years of passing	Duration	Percentage of Marks (%)
SSC(10 <sup>th</sup> Standard)				
10+2 (HSSC)				
Graduation (or)				
BCA/BSc/IT				
Computer course				

Candidate **must carry** all original testimonials along with a set of photo copy of SSC, HSC and Graduation (inclusive of Mark sheets, passing certificates.)



12. Experience: (Must carry experience certificate).

Name of the organization	Post Held	Period		Nature of job
		From	To	

13. Particulars of Demand Draft (in favour of AI Engineering Services Ltd. Payable at New Delhi).

Name & address of the issuing bank	Date of issue	Demand Draft No.	Amount Rs.

Declaration: I hereby certify that the foregoing information is best to my knowledge and belief. I have not suppressed any material fact or factual information in the above statement. I am aware that in case I have given wrong information or suppressed any material fact or factual information, or I do not fulfill the eligibility criteria according to the advertisement, then my candidature will be rejected/services terminated at any time without giving any notice or reason therefore.

Place:

Date:

**(Signature of the Applicant)**