

Annexure-I

ODISHA MINING CORPORATION LTD
APPLICATION FORMAT FOR RECRUITMENT

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1. Post applied for :
2. Advertisement No. and date: Advt. No. 86 /OMC dated 28.12.2023
3. Full Name (In capital):.....
4. Father's /Husband's Name:.....
5. Date of birth :.....
(As recorded in HSC or equivalent exam) (Attach copy of certificate)
6. Age as on (30.11.2023) :.....
7. Sex :.....
8. Category :.....
9. Marital status: (Married/Un-married)
10. Address (with PIN code):

Present Address

Permanent Address

11. Contact details: (a) Phone
- (b) e-mail

12. Qualification: (10th onwards) & addl. Qualification, if any(Attach copy of certificates& mark sheets).{ *Candidates may use separate sheet, if required*}

Sl. No.	Exam passed/ discipline	Name of the Board / University / Institute	Duration of course	Whether Regular course (Yes/No)	Year & month of Passing	Maximum marks	Marks obtained	% of Marks/ CGPA*

(*In case of CGPA/grades, please indicate equivalent percentage as per norms adopted by the University/ Institute & attach a copy of such norm fixed by the concerned University/Institute)

13. Post Qualification Experience (By clearly mentioning the date of joining & date of leaving/ continuance in the organization(s) worked/working. Further, the positions held by the candidate in each organization worked/working to be specified clearly & experience certificates to be enclosed along with application accordingly) {Candidates may use separate sheet, if required}:

Sl. No.	Name & address of Organizations worked	Post held	Scale of Pay and Basic Pay	Cost to Company (CTC)	Duration of Experience (DD/MM/YYYY)		Total years & months of experience	Type of assignment handled/specific nature of work/duty performed	Period of experience in Sales & Marketing Functions* (From....To... .Total Yr...mth....)
					Date of Joining	Date of leaving/ continuance			
A	B	C	D	E	F	G	H	I	J

* Applicable only for the candidates who apply for AGM(S&M), DGM(S&M), Sr.Manager (S&M) & Manager(S&M) Posts. Candidates applying for CSR & Geology posts shall fill upto Column 'I' of above table.

Note: Copy of the experience certificate (s) as per the above particulars must be attached.

14. Whether applied earlier in OMC, if yes, please mention the posts applied for..... & Whether appeared for Personal Interview in OMC, if yes, please mention the post appeared for.....

15. No. of days/months required to join, if selected:.....

DECLARATION

I.....Son/Daughter/Wife of.....

do hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false, my candidature/appointment is liable to be cancelled/ terminated without any notice to me.

(SIGNATURE IN FULL)

PLACE:
DATE:

NAME:

NB: Documents/ Certificates to be attached (Please put√ mark):-

Sl. No	Name of Documents	Put √ mark	Page No.	
			From	To
1	10 th Certificate			
2	10 th MarkSheet			
3	+2/Intermediate Certificate			
4	+2/Intermediate Mark sheet			
5	Degree Certificate			
6	Degree Mark sheet			
7	Post-Graduation Certificate, if any			
8	Post-Graduation Mark sheet, if any			
9	Proof of CGPA to Percentage conversion formula			
10	Relieving/ Continuance Certificate (or latest pay slip) if applicable			
11	Experience Certificate(s)			
12	Why I consider myself suitable for the Role			
13	Others, if any:1			
14	2			
15	3.....			

Total Nos. of attachments to the application.....

Signature of the applicant

The documents to be attached must be self-attested with proper numbering of the pages.