

PROFORMA OF APPLICATION

Passport Size
Photograph

Application for admission to the professional Examination of Assistant Engineer /Additional Assistant Engineer (Civil / Mechanical) to be held at GJTI, Gandhinagar for the year 2017

To,
The Chairman
Professional Examination Committee
Gujarat Jalseva Training Institute
G W S & S Board
Gandhinagar – 382016

Sir,

I _____

Permanent /Temporary,Assistant Engineer / Additional Assistant Engineer employed in the office of _____

_____ request to apply for the admission to appear in the professional Examination of Assistant Engineer/ Additional Assistant Engineer (Civil / Mechanical) to be held at Gujarat Jalseva Training Institute, Gandhinagar centre.

The details required in accordance with rules which are given as under and are correct to the best of my knowledge.

1. Applicant's Name in full :
2. Designation :
3. Mobile No. :
- E Mail Address :
4. Name of sub division/ Division, Circle, Zone :
5. Qualification :
6. Civil or Mechanical Wing :
7. Date of Birth & age at the time of this examination :
8. Total service in the department :
9. Name and full postal Address of office Where employed :
10. Date of first appointment :
11. Date of regular appointment :
12. Whether he/she has appeared in the professional Examination previously, if so :
 - (a) Month & year of examination
 - (b) Whether any exemption is earned? If so, detail of marks, year of Examination & subject exempted.
 - © whether she/he intends to avail of Exemption earned? Indicate/state Say "Yes" or "No"
13. Nos. of trials in case of 2nd & 3rd trial details :
 - Seat No. :
 - year :

- Centre in where appeared :
last should be given.
14. Whether additional (special) :
Chance has been granted (No. &
date of order under which the
additional (special) chance has
been granted? And certified copy
thereof.
15. No. & date of orders relaxing age :
and/ or service limits from
competent authority.
16. Remarks ,if any. :

Signature of Candidate &
Designation

SPECIAL REPORT

Certified that the particulars shown overleaf are verified with service records and found correct. He/She is eligible to appear in the professional examination according to rules of professional examination. The special report as required under para 4 of the circular is given below.

Special report of Shri _____

Working in the office of _____

1. Health & temperament :
Considering his/her duties
2. Initiative, resourcefulness :

- and willingness to assume responsibilities
- 3.Capacity of organization :
and to get work from Subordinates
- 4.Capacity to take quick :
and sound decision
- 5.Quality of reporting :
Does he/she correctly and objectively appraise the work of persons working under him/her?
- 6.Character and temperament :
including relation with fellow officers/ and or employees and general public.
7. He/She had completed his/her minimum : Yes / No
Period of service to be eligible for professional Exam.

Counter Signature
Ex. Engineer /SE

Signature and stamp of
forwarding officer