

**HIGH COURT OF BOMBAY : NAGPUR BENCH, NAGPUR**

**APPLICATION FOR THE POST OF 'ASSISTANT LIBRARIAN'**

To,  
Registrar (Administration),  
High Court of Bombay,  
Nagpur Bench,  
Nagpur.

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Subject :- Application for the post of 'Assistant Librarian'

Respected Sir,

The undersigned, willing to work as 'Assistant Librarian' in your office and therefore, furnishing details as under:-

1)	Full name (Shri/Smt./Ku.)	:	_____	_____	_____
			First name	Middle name	Surname
2)	Address for Correspondence (with Pin Code)	:			
3)	Permanent Address (with Pin Code)	:			
4)	Nationality	:			
5)	Gender (Male/Female)	:			
6)	Date of Birth	:	Date _____	Month _____	Year _____
7)	Telephone No./Mobile No.	:			

8)	E-mail ID	:	
9)	Religion / Caste /Category	:	
10)	Does the candidate possess Caste Certificate? (for other than general category candidates)	:	Yes / No
11)	Marital Status	:	Married / Unmarried
12)	Number of Children	:	
13)	Number of children born on or after 28/03/2006		
14)	Whether candidate is differently abled person? If yes-		Yes / No  Percentage of disability- Certificate issued by-
15)	Is the candidate domiciled of Maharashtra?	:	Yes / No
16)	Does the candidate work in a Court / Government office? If yes, Name of Court / Government office and date of appointment.	:	Yes / No ..... ..... .....
17)	If the candidate works in a Court/ Government office, whether the candidate applying through proper channel?	:	Yes / No
18)	Demand Draft	:	Bank's name-
			Demand Draft number-
			Date-

19) Educational Qualifications:-

Sr. No.	Education Qualifications	Year of passing	Name of Board/University/ Institution	Total Marks	Marks obtained	Percentage

[Read the instructions carefully in Clause G (6) of the Advertisement before filling up marks of Graduation]

20) Details of Computer related Qualification:

Sr. No.	Name of the Course	Name of the University/Board/ Institution issuing the Certificate	Duration of the Course (in months)	Date of passing

21) Particulars of Experience as a Library Clerk or in equivalent or higher post in any Government, University, College, School or Public Library. [Note: 3-Year experience is compulsory for those who do not possess Certificate or higher qualification in Library and Information Science]

Sr. No.	Name and address of organisation	Name of the post held	Duration		Total Work Experience [Years and Months]
			From	To	

22) Languages known :

- |   |          |
|---|----------|
| 23) a) Is there any criminal proceeding held / pending against the candidate?<br>If yes, furnish details. | Yes / No |
| b) Is the candidate convicted by any Criminal Court?<br>If yes, furnish details.                          | Yes / No |
| c) Is the candidate facing any disciplinary enquiry?<br>If yes, furnish details.                          | Yes / No |

**DECLARATION**

I, \_\_\_\_\_ Age \_\_\_\_\_, do hereby affirm that all the details furnished in the application are true and correct as per my knowledge. If any information is found to be false/incorrect, I will be liable to be disqualified at any stage of the selection process and if selected/appointed, my services would be liable to be terminated without any notice. I further declare that I have not been disqualified or debarred by any competent authority in any examination.

Date-

Place-

Candidates Name and Signature

List of Annexures with the Application:-

- 1) .....
- 2) .....
- 3) .....
- 4) .....
- 5) .....
- 6) .....

**FORM – A**  
**DECLARATION**

I, Shri/Smt./Kum. \_\_\_\_\_ son/  
daughter/wife of Shri \_\_\_\_\_ aged \_\_\_\_ years, resident  
of \_\_\_\_\_ do hereby declare  
as follows :-

1. I affirm that all the details filled up in the application are true and correct as per my knowledge. If any information is found to be false/incorrect, I will be liable to be disqualified from the process of selection and if selected/appointed, my services would be liable to be terminated without any notice.

2. I have \_\_\_\_ (number) living children as on today. Out of which number of children born after 28<sup>th</sup> March, 2005 is \_\_\_\_\_ (mention dates of birth, if any).

3. I am aware that, if total number of living children are more than two due to the children born after 28<sup>th</sup> March, 2006, I am liable to be disqualified for the said post.

4. I declare that there is no any criminal case pending against me / I have not been convicted by any Criminal Court / I am not facing any disciplinary enquiry.

Place :

Date :-

Signature and Name of applicant

Note:- The above Declaration should also be filled in by unmarried candidate stating 'not applicable' in respective places.

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**FORM – B**

**Character Certificate**

Certified that Shri/Smt./Kum. \_\_\_\_\_,  
son/daughter/wife of Shri \_\_\_\_\_, R/o  
\_\_\_\_\_ is well known  
to me since last \_\_\_\_\_ years. To the best of my knowledge and belief he/she bears  
good moral character and has nothing adverse which debars his/her suitability for  
Government job. He/She is not my relative.

Place : \_\_\_\_\_

Signature

Date : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mobile No. : \_\_\_\_\_