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## Format for Application

1. Name of the post applied for :	_
2. Name of Applicant (in capital letters):	Passport Size Photograph
3. Father/ Husband's Name (in case of married women)	1 movo grupm
4. Date of Birth (only valid proof of age i.e. Birth certificate	
Issued by competent Authority will be accepted):	

- 5. Permanent Address:
- 6. Address for correspondence:
- 7. Category (SC/ST/OBC others):

(Attach certificate issued by the competent authority)

- 8. E-mail ID :
- 9. Contact Telephone No. :
- 10. Educational Qualification

(Attested Photo copy of certificate to be enclosed)

(If CGPA card is produced for educational qualification, then along with marks sheet the conversion chart shall also be produced).

Education	Name of the	Year of	Name of	Board/	Subjects	Percentage of
	Qualification/Degree	Passing	Institute	University	Taken	Marks
			and			Obtained/
			Address			Class
10 <sup>th</sup>						
Matriculation						
Intermediate						
Graduation						
Post						
Graduation						
Any other						
Qualification						

Add extra pages if required and (attach attested Photocopy of certificates and mark sheets):

11. Work Experiences (attach attested Photocopy of certificates):

Name of Post	Institute/ Organisation	Experience (mention dates)	
		From	То

- 12. Any Special relevant Qualification/ Experience to the post applied for: (attach attested Photocopy of certificates and mark sheets)
- 13. Computer Knowledge : (attach attested Photocopy of certificates and mark sheets):

#### **Declaration**

It is certified that all the above information furnished by me is true to the best of my knowledge. If any information given in this application is found to be false before or after selection, my candidature may be cancelled.

Place: Date:	(Nama and Signature of the Candidate)
	No objection certificate:
	s/o
_	payscaleis an Organisation/
Corproration/ Board. No d	departmental proceeding/criminal proceeding is pending against him. He is the is appointed then organisation/ corproration/ Board has no objection and
	Director/Head
	Organisation/Corproration/Board (with official seal)

#### Other Conditions

No TA/DA shall be paid for appearing in Interview. Besides ability and qualifications physical fitness of candidates shall also be taken into account. The approved select List shall be displayed at notice board of Corporation and on website of Government of Jharkhand. The selected candidates shall submit the medical certificate issued by the Civil Surgeon of the District at the time of joining. The candidates may apply for more than one post but for each post separate application shall be submitted.

### The terms and conditions of Contract:

The terms and conditions for the Contractual employees are:-

- 1. The appointment will be purely on contract basis for a period of one year from the date of joining the Corporation. After successful completion of the contract, Corporation may decide to extend the engagement after scrutiny and evaluation of Annual Performance Appraisal.
- 2. The Performance Appraisal of every contractual employee will be done quarterly which will be reflected in his Annual Performance Appraisal.
- 3. If the services rendered by the candidate during contract period found unsatisfactory and not up to the mark, his service will be terminated any time.
- 4. For any lapses or indiscipline on the part of employee, Jharkhand State Beverages Corporation Limited shall be at liberty to terminate his service before the completion of minimum period of one year without payment of any compensation for the residual period.
- 5. Any financial loss to the Corporation or damage of property of Corporation shall be taken seriously and the same shall be recovered from emoluments of concerned employee.
- 6. Any unfair and malafide deeds or getting obligations from any party in business with Corporation shall be taken seriously and such employee will be liable for immediate termination of his contract.
- 7. The contractual employee will be eligible for casual leave according to the rules of Corporation; besides this no other leave shall be admissible. The admissibility of holidays will be as per N.I ACT.
- 8. T. A will be admissible only for journey done for Corporation works according to the TA Rules of Corporation as approved by the Board of Directors/Government of Jharkhand. No other allowances will be admissible except the allowances provisioned by the Finance Department, Government of Jharkhand.

- 9. However for any period of absence from duty suitable deduction from pay will be made.
- 10. During the contract period the Corporation or the contractual employee may quit the job by giving three months notice from either side with suitable reason.
- 11. In case the contractual employee leaves the service or do not attend office before completion of stipulated period of one year, then he shall be liable to compensate Jharkhand State Beverages Corporation which shall be calculated as 50% or his salary (last pay drawn) multiplied by the remaining period of service.
- 12. The contractual employee has to keep all Corporations' property records etc., in proper condition and will not divulge business secret to any outside party unless it is required by law.
- 13. The contractual employee has to follow Corporation's rules and regulations and also strictly abide by the instruction of controlling authority.
- 14. Every contractual employee has to submit dully filled service bond and this is mandatory.

Managing Director