

**COMMON APPLICATION FORM**  
**EMPLOYMENT NOTIFICATION NO. 03 /2023-24**

Affix a Passport  
size latest  
coloured  
photographed  
and sign on it (Do  
not staple)

(To be filled by the Office)

**Sl. No/Roll No.**

\_\_\_\_\_/\_\_\_\_\_/2023

To  
The Member Secretary,  
Society for Entrepreneurship Development (SoFED),  
ITI Road, Indranagar, Agartala, Tripura- 799006.

Sub: **Prayer for the post of:** \_\_\_\_\_ **Item No:** \_\_\_\_\_

1. Name of the candidate: SRI / SMT \_\_\_\_\_  
(In Block Letters)

2. Father's / Husband's name: Sri / Late \_\_\_\_\_

3. Permanent address : Vill \_\_\_\_\_ P.O \_\_\_\_\_  
(Copy of PRTC to be enclosed) Sub-Div. \_\_\_\_\_ Dist. \_\_\_\_\_  
Pin. \_\_\_\_\_

4. Present Address : Vill \_\_\_\_\_ P.O \_\_\_\_\_  
Sub-Div. \_\_\_\_\_ Dist. \_\_\_\_\_  
Pin. \_\_\_\_\_

5. Social Category : ST / SC / UR  
(Copy of caste to be enclosed)

6. Contact no :

7. Email ID :

8. Date of birth : DD \_\_\_\_\_ / MM \_\_\_\_\_ / YYYY \_\_\_\_\_  
(Admit of Madhyamik/birth certificate to be enclosed)

9. Age as on 01-06-2023 : \_\_\_\_\_ Years \_\_\_\_\_ Month \_\_\_\_\_ Days

10. Educational Qualification: (Copy of mark sheet of final year of examination to be enclosed)

Sl No	Name of the examination (Graduation onwards)	Board/University	Year of passing	Grade/Marks obtained		CGPA to % conversion factor (copy of the conversion factor to be enclosed)
				CGPA	Percentage	
1						
2						
3						
4						

10. Previous experience: (Certificate /Certificates to be enclosed)

Sl No	Capacity/ Designation	Experience period (From DD-MM-YYYY to DD-MM-YYYY)	Experience Duration (YY-MM-DD)	Name of the Company/ Organization/Dept
1				
2				
3				
4				

**DECLARATION BY THE CANDIDATE**

I do hereby declare that all the information furnished above is true to the best of my knowledge. If any information furnished above found incorrect/false, my candidature may be disqualified by the authority of SoFED. In addition, if my candidature doesn't match with the requirement of the post/posts, the authority of SoFED is having the right to reject my candidature without showing any reason thereof.

Place:  
Date:

Full Signature of the candidate

Self attested photocopy of the following documents to be enclosed with the application.

- (I). PRTC
- (II). Aadhar Card
- (III). Caste Certificate
- (IV). Age proof (Admit of Madhyamik/Birth Certificate)
- (V). Final Year Mark sheets of Graduation, and Post Graduation etc.
- (VI). Experience Certificates
- (VII). Proof of payment of application fee

.....Cut Here.....

(To be delivered to the candidates)

**EMPLOYMENT NOTIFICATION NO. 03/2023-24**  
**Acknowledgement cum Admit Card**

**Sl. No. / Token No** \_\_\_\_\_ / \_\_\_\_\_ /2023 (to be filled by the office)

(The following to be filled by the candidate)

1. Name of the Post: \_\_\_\_\_

2. Name of the candidate: SRI / SMT \_\_\_\_\_  
(In Block Letters)

3. Father's / Husband's Name: Sri / Late \_\_\_\_\_

Affix a Passport  
size latest  
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photographed  
and sign on it (Do  
not staple)

(Office Round Seal)

Full Signature of the candidate

Authorised Signatory of SoFED with seal

*(This Acknowledgement cum Admit Card shall have to retain by the candidate and shall also liable to produce at the time of examination/Interview. No duplicate admit card shall be issued to any candidate in any circumstances. No candidate shall be allowed to appear in the examination/Interview without this Acknowledgement cum Admit Card)*