

Staple one
recent passport
size photograph

(PROFORMA)
APPLICATION FOR THE POST OF CLERK ON ADHOC BASIS IN THE
SESSIONS DIVISION, LUDHIANA
Employment Notice No.2 of 2026
(to be filled in capital letters)

Paste recent
passport size
photograph
duly self-attested

1.	Name	:	
2.	Father's Name/Husband Name	:	
3.	Date of Birth	:	
4.	Age as on 1.1.2026 (attach proof)	:	
5.	Qualification (Attach Proof)	:	

Stage	Nature of qualification (BA/B.Com/B.Sc. MA/M.Sc/M.Com etc)	Board/ University	Year of passing	Marks		%
				Total	Obtained	
Matric						
Graduation (must attach copy of degree)						
Masters						
Any other						

6.	Whether Punjabi passed upto matriculation or equivalent thereto (attach proof)	:	
----	--	---	--

7.	Category (Attach Proof)	
(Tick (✓) the category to which the applicant belongs)		
1.	General	
2.	General (Women) of Punjab	
3.	Economical Weaker Section of Punjab	
4.	SC (Mazbhi Sikh/Balmiki) of Punjab	
5.	SC (Mazbhi Sikh/ Balmiki Women)) of Punjab	
6.	SC (Others) of Punjab	
7.	SC (Others (Women)) of Punjab	
8.	BC/ OBC of Punjab	
9.	BC/OBC of Punjab (Women)	
10.	Freedom Fighter (Women) of Punjab	
11.	Locomotor Disability (Women) of Punjab	
12.	Intellectual Disability or multiple disabilities (Women) of Punjab	
13.	ESM (General)	
14.	ESM (General) (Women) of Punjab	
15.	ESM (SC (Mazbhi Sikh/ Balmiki))	
16.	ESM (SC Others)	
17.	ESM (BC/ OBC)	

8.	In case of reserve category- Whether the candidate is a domicile of Punjab or not (attach proof)	:	Yes ☐ No ☐
----	--	---	--

9.	Permanent Address	:	
10.	Correspondence Address	:	
11.	Nationality	:	
12.	Telephone/Mobile No.	:	
13.	E-mail ID	:	

Declaration by Candidate

I have read the terms and conditions of the advertisement and agree to the same and further I fulfil the requisite qualification and eligibility criteria to apply for the same. I hereby declare that the particulars given above have been filled by me and are correct and true to the best of my knowledge and nothing has been concealed therein and in case found false, my candidature will be liable to be rejected. I shall produce all the original testimonials/ certificates on the date of Computer proficiency test, if called for.

Place

Signature of candidate

Dated

List of attested documents to be attached:

Sr. No.	Details of proof	Tick ☒ if attached
1.	Copy of matriculation certificate as date of birth proof/ Punjabi pass proof	
2.	Copy of documents regarding qualification (copy of graduation degree should be attached) In case degree of the Course has not been issued yet, candidate should attach undertaking as per Annexure 'A' attached with the employment notice alongwith marksheets of all semesters/ years. However, if selected, the candidate would be allowed to join their services only on furnishing of the degree of the Graduation qualification which should have been issued on or before the last date of receipt of applications.	
3.	Copy of category certificate (in case of reserved category) The certificate for the claim of reservation must be issued by the competent authority. The said certificate must be latest. Candidate shall also possess the domicile/residence certificate issued by the competent authority	
4.	Two passport size photographs	
5.	Copy of Aadhar card/ID proof.	
6.	Other document, if any	

Annexure 'A'

Undertaking

I, _____ S/o/D/o/W/o _____

R/o _____, do hereby solemnly affirm and declare
as under:-

1. That I have applied for the post of Clerk on adhoc basis vice application number _____.
2. That I have not been issued Degree for my graduation qualification i.e. _____, till date and I am submitting copies of DMCs of all years/ semester. There is no compartment in any of the semester/ year and hence, I have completed my graduation.
3. I have acquired the said qualification prior to the last date of receipt of applications i.e. 06.06.2026.
4. In case it is found that I have given wrong information, my candidature be cancelled at any stage with consequential consequences and I shall have no objection.

Deponent

Verification:-

Verified that the contents of the above undertaking from Para No.1 to 4 are true and correct to the best of my knowledge and belief and nothing has been concealed therein and no part of it is false.

Verified at Ludhiana
Dt.

Deponent