



MAR THOMA COLLEGE, TIRUVALLA, KERALA
(A Christian Minority Institution)
(Re-accredited with "A" Grade by NAAC – affiliated to M.G. University)
Kuttapuzha P.O., Tiruvalla 689 103 Tel. 0469 2630342

Photo

APPLICATION FOR THE POST OF OFFICE ATTENDANT

SL.NO.

-
1. Name (Dr./Mr./Ms.)
(as in SSLC or equivalent) :
.....
 2. Age and Date of Birth :
.....
 3. Gender : Male/Female
.....
 4. Are you physically disabled? : Yes/No
If yes, specify details and
attach medical certificate
.....
 5. Marital Status : Single/Married
.....
 6. Place of Birth and Nationality :
.....
 7. Name of Father/Guardian :
.....
 8. Permanent Address with Pin code,
Telephone Number and E-mail ID :
.....
 9. Address to which communications are
to be sent with Pin code, Telephone :
Number and E-mail ID
.....
 10. Religion, Caste, Community and
Denomination :
.....
 11. Academic Qualifications :
.....

Name of Examination	Name of Institution/ University	Month/ Year of Passing	Main, Core and Complementary Subjects	Class/ Grade	Percentage of Marks obtained	Rank if any	Remarks

12. Positions held, if any, while a student
(such as captain, Secretary, President of
Any team or organization) :

.....

13. Previous Experience (Give names of the :
Institutions worked, years and type of employment and the reason for leaving)
Include extracurricular activities also. Attach experience certificate.)

.....

14. Give names and addresses of 3 persons to whom we can refer about you

- a)
- b)
- c)

15. Give names and addresses of persons whose testimonials are enclosed.

16. The information furnished above are true to the best of my knowledge and belief.

Signature and Date:

.....

Affidavit

**I.....
.....(Name and Address) do hereby submit that in
the event of my appointment as Office Attendant in Mar Thoma College, Tiruvalla, I
undertake to abide by the rules and regulations of Government/University and
Management.**

Place:

Date :

Name & Signature:

Instructions

1. Attach copies of testimonials and marklists
2. Copy of the certificates proving Date of birth.
3. Candidates belonging to Mar Thoma Church should attach a certificate from the parish priest.
4. If you wish to bring any additional facts before the selection committee you may attach a separate statement to this application.