

**APPLICATION FOR TENURE BASED POSTS ON CONTRACT BASIS**

**To be forwarded by Post**

(Ref Advt No. OFC/FTC/RECT/2026/01)

To,  
The Chief General Manager,  
Ordnance Factory Kanpur,  
Kalpi Road,  
Kanpur, U.P.  
PIN - 208009

Place for recent  
passport size photo  
of the applicant  
(self-attested in  
front) to be firmly  
pasted (not to be  
stapled)

(TO BE FILLED UP IN BLOCK LETTERS ONLY)

01.	Post Applied for			
02.	Name in Block Letters (as mentioned in 10 <sup>th</sup> std. certificate)			
03.	Father's/Husband's Name			
04.	Date of Birth	Day (dd)	Month (mm)	Year (yyyy)
05.	Age (as on closing date of receipt of application)			
06.	Nationality			
07.	Category [UR/SC/ST/OBC-NCL/EWS]			
08.	Whether Ex-Serviceman or Not, if yes please mention details	Yes/No		
09.	Whether Person with Disability or Not, if yes please mention details	Yes/No		
10.	Complete postal Address & PIN code for communication	STATE:  PIN:		
11.	Mobile/Phone Number	(1)  (2)		
12.	E-mail ID (in block letters)	(1)  (2)		
13.	Two Prominent And visible identification Marks	(1)  (2)		
14.	Medium of Trade Test	(English/Hindi)		

Signature of the Candidate

15. Details of educational and other qualifications starting from X Standard/SSLC:

Name of School/College	Name of Recognized University/Board of Examination	Examination Passed	Year of Passing

16. Details of Passing NCTVT (NAC/NTC) in Machinist Trade Examination:

Name of Institution/Organisation	Training period		NCTVT Batch No.	Year of Passing	Certificate No. & Date of Issue
	From	To			

17. Details of apprentice ship training from Ordnance Factories:

Name of Trade	Name of Ordnance Factory	Training period		NCTVT Batch No.	Year of Passing	Certificate No. & Date of Issue
		From	To			

18. Details of present employment/previous experience, if any:

Company Details	Designation	Period From	Period To	Nature of Duties

Signature of the Candidate

19. Check List of Enclosures:

Sl. No	ENCLOSURES	YES/NO
1	Proof of Date of Birth	
2	Educational Qualification Certificate	
3	NCTVT (NTC or NAC) certificate in Machinist Trade	
4	Apprenticeship certificate of Ordnance Factories	
5	Experience Certificate	
6	Caste & Category Certificate : (SC / ST / OBC-NCL/EWS/PwD(PH)) – in prescribed proforma	
7	Declaration by OBC-NCL/Ex-SM candidates–Appendix–I /Appendix–II	
8	Completed Bank Details Form for claiming Travelling Allowance (for SC/ST candidates who will be called for Document verification only)	
9	Whether all above documents/certificates are self-attested	
10	Two copies of photographs (one pasted on application form) and one extra photograph (Name and Date of Birth should be written on backside of photograph)	

DECLARATION

I, Shri/Smt/Kum\_\_\_\_\_ have read the instructions carefully before sending this application. I hereby declare that all the statements made in this application are correct to the best of my knowledge and belief. I understand that any discrepancy found in the information will lead to cancellation of my candidature / debarment at any time.

Date:

Place:

Signature of the Candidate

APPENDIX-I

DECLARATION BY OBC-NCL CANDIDATES ONLY

(Similar endorsement should be given in the caste certificate from the competent authority)

I..... Son/Daughter of Shri  
.....Resident.....ofvillage/town/city.....  
.....District..... State..... Hereby declare  
that I belong to the ..... community which is recognized as a  
backward class by the Government of India for the purpose of reservation in services as  
the orders contained in DOPT OM No.36012/22/93-Estt.(SCT) dated 08-09-1993 and as  
amended.

It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in  
column 3 of the Schedule to the above referred Office Memorandum dated 08-09-1993 and as  
amended.

Date:

(Signature of the Candidate)

APPENDIX-II

FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR  
CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed forces that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks etc.) by availing of the concession of reservation of vacancies admissible to Ex- Servicemen.

Date:

(Signature of the Candidate)