

# MANIPUR STATE RURAL LIVELIHOODS MISSION (MSRLM)

## CHECKLIST

|                   |  |
|-------------------|--|
| Candidate Name:   |  |
| Post applied for: |  |

Please scan documents in below sequence and attach as ONE FILE only.

| Sl.No | Particulars                                     | Please Tick ( ✓ ) |    |
|-------|---|-------------------|----|
|       |   | Yes               | No |
| 1     | Checklist                                       | ✓                 |    |
| 2     | Application cum resume form                     | ✓                 |    |
| 3     | Admit Card                                      | ✓                 |    |
| 4     | Matriculate/Class X Certificate & Mark sheet    |                   |    |
| 5     | Intermediate/Class XII Certificate & Mark sheet |                   |    |
| 6     | Graduation Certificate & Mark sheet             |                   |    |
| 7     | Masters/PG Certificate & Mark sheet             |                   |    |
| 8     | Computer Course/Training Certificate            |                   |    |
| 9     | Experience Certificates                         |                   |    |
| 10    | Social Category (OBC/SC/ST) Certificate         |                   |    |
| 11    | Any Other ( specify.....)                       |                   |    |
| 12    |   |                   |    |

Candidate Signature

## MSRLM Application cum Resume Form

Paste Self  
attested Recent  
Passport size  
photo. One to be  
attached

1. Post applied for

2.

|                                    |  |  |  |
|------------------------------------|--|--|--|
| Name of the Candidate (in Capital) |  |  |  |
| Mother's Name                      |  |  |  |
| Father's /Husband Name             |  |  |  |
| Date of birth (as per Matriculate) |  | Age as on 1 <sup>st</sup> November, 2020 |  |
| Mobile                             |  | Gender (M/F)                             |  |
| Email ID                           |  | Category (Gen/SC /ST/OBC)                |  |

3. Complete Postal Address for correspondence:

- i) Village : \_\_\_\_\_
- ii) District : \_\_\_\_\_
- iii) Post Office : \_\_\_\_\_
- iv) PIN Code : \_\_\_\_\_

4. Complete Permanent address (if different from above):

- i) Village : \_\_\_\_\_
- ii) District : \_\_\_\_\_
- iii) Post Office : \_\_\_\_\_
- iv) PIN Code : \_\_\_\_\_

5. Educational qualification details:

| Name of Examination Passed | Subject/Course | Board/ University | Regular/Correspondence | Passing Year | % of marks/ GPA |
|----------------------------|----------------|-------------------|------------------------|--------------|-----------------|
| Matriculate                |                |                   |                        |              |                 |
| Intermediate/ + 2          |                |                   |                        |              |                 |
| Graduation                 |                |                   |                        |              |                 |
| Post -Graduation           |                |                   |                        |              |                 |
| Any other                  |                |                   |                        |              |                 |

6. Work-experience Details: Start from most recent experience. Internship/Volunteer/field works which are part of the course are not to be considered as work experience.  
(Add extra sheet if required).

| Name of Organization | Designation & Place of Posting | Key Job Descriptions | Achievements/Outputs | Experience From-To DD/MM/YY | Total Experience (in months) |
|----------------------|--------------------------------|----------------------|----------------------|-----------------------------|------------------------------|
|                      |                                |                      |                      |                             |                              |
|                      |                                |                      |                      |                             |                              |
|                      |                                |                      |                      |                             |                              |

7. Training Attended (provide only relevant to the post applied for. Add extra sheet if required)

| Subject / Name of Training | Name /Place of training | Date/ Duration |
|----------------------------|-------------------------|----------------|
|                            |                         |                |
|                            |                         |                |
|                            |                         |                |
|                            |                         |                |
|                            |                         |                |

8. References (should not be related to the candidate):

| S.No | Full Name | Full address | Email & Mobile No |
|------|-----------|--------------|-------------------|
| 1.   |           |              |                   |
| 2.   |           |              |                   |

**Certification (Candidature of candidates not certifying the following statements will be summarily rejected):**

I certify that the above - mentioned details correctly describe my qualifications, experiences and my personal details, to the best of my knowledge & belief. I accept that any misrepresentation, incorrect information, suppressed information, with respect to any of the information submitted herewith being found out at any stage during/after the recruitments will render my candidature/appointment liable for disqualification/terminated without further communication.

Date:

Signature of Candidate:

Place:

**Note:**

***This format is to be strictly adhered for applying to any post in MSRLM. No other format will be accepted. Self-certified photocopies of Qualification & Work Experience certificates are required to be submitted along with the form.***

# MANIPUR STATE RURAL LIVELIHOODS MISSION (MSRLM)

Department of RD&PR, Government of Manipur, Moirangkhom Makha,  
Loklaobung, Imphal west, Manipur – 795001

## RECRUITMENT OF STAFF-2020

### ADMIT CARD

NAME OF CANDIDATE:

POST APPLIED FOR:

PHOTO

(Candidate  
signature across  
the photo)

To be filled by office:

Date of written examination:

\* Venue:

\* Time:

ROLL NO:

#### Important Directives:

1. Any form of electronic communication devices (Mobile & digitals, books, Notes) are strictly prohibited in the examination hall and its campus.
2. Candidates are allowed to enter the examination Campus & Hall only 15 minutes before the commencement of the written examination. No candidate would be allowed to enter the examination Hall after 10 minutes of commencement.

.....  
*Signature of candidate*

.....  
*Signature of State Mission Director*

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