



“1960 से विश्वास का प्रतिक”

## **The Purnea District Central Co-operative Bank Ltd.**

Sahkari Bhawan Court Compound Purnea – 854301

### **IT Manager Application form**

**(Applications for this role must be received by 05:30pm of 26-10-2022)**

<b>Post</b>	IT Manager	<b>Contract type</b>	Full Time Fixed term contract of service
<b>Location</b>	Purnea	<b>Salary range</b>	□ 40,000 /-per Month
<b>Applications can be returned by post to:</b> <b>Managing Director,</b> <b><u>The Purnea District Central Co-operative Bank Ltd.</u></b> Sahkari Bhawan Court Compound Purnea – 854301			

#### **1. About You**

<b>Surname</b>		<b>Title</b>	
<b>Full Name</b>			
<b>Present Address</b>		<b>Permanent Address</b>	
<b>Home Phone</b>		<b>Mobile</b>	
<b>Email address</b>			
<b>Date of birth</b>		<b>Nationality</b>	
<b>Where did you view the advert for this vacancy?</b>			

#### **2. About your education, qualifications and training**

Please list any time spent in full or part-time education starting with the most recent occasion.

Exam Passed	Degree/ Subject /Stream	Date of Passing	% of Marks	Name of University /Institute	Class / Grade



Please list here all academic and profession qualifications and training you have completed.

Qualification or Training	Date of completion	Grade (if relevant)

### 3. About your employment history

Are you currently in employment?	
If 'Yes' how much notice are you required to give?	
Please state your most recent monthly salary and benefits	

Please list all your previous employers starting with your most recent including voluntary or unpaid work. If you have been dismissed or required to resign this must be clearly indicated within 'reason for leaving'.

Name address employer	and of	Dates of employment	Position held and main duties	Reason for leaving

### 4. Membership of professional bodies

If you are a member of any professional body please give details below.

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### 5. Your knowledge, skills and experience

Please provide specific examples that best demonstrate your knowledge, skills and experience in relation to the requirements of the role as set out in the job description and person specification. You should ensure that you provide evidence of your experience against all of the essential requirements of the role at least. Your examples should set out the situation, the task, the action you took and the results.

You may use examples from any aspect of your life such as your educational experience or involvement in any paid/unpaid/voluntary work.



**Please limit your answer to 500 (Five hundred) words**

## **6. Language skills**

Please use this section to describe any language skills you possess or are learning. We value all language skills and would like to know about your written and verbal skills. Please indicate level of fluency.



## 7. References

Please give the name and contact details of two referees for the purposes of references. One should be your current or most recent employer. **Referees will only be contacted if you are offered the role, although any offer will be subject to the receipt of satisfactory references.**

Referee 1

<b>Name of Referee</b>	
<b>Name of Company (i.e. employer) if relevant</b>	
<b>Relationship to you</b>	
<b>Address</b>	
<b>Telephone contact</b>	
<b>Email contact</b>	

Referee 2

<b>Name of Referee</b>	
<b>Name of Company (i.e. employer) if relevant</b>	
<b>Relationship to you</b>	
<b>Address</b>	
<b>Telephone contact</b>	
<b>Email contact</b>	

## 8. Declaration

I declare that the information contained within this application is correct and I understand that, if I have knowingly provided false information or have directly or indirectly canvassed any officer or employee of The Purnea District Central Co-operative Bank Ltd. for Democracy in support of my application, I may be disqualified or dismissed after appointment.

Signature:

Date: