

**File No. Admin-11042(11)/1/2025-ADMN-ITPO
India Trade Promotion Organisation**

Paste recent
coloured passport
size photograph

Application for the position of Young Professional (_____)

Note: If needed, enclose separate sheet(s).

S. N.	Particular	Detail
1.	Name in Full (in Block Letters)	
2.	Father's/Husband's Name	
3.	Date of Birth (DD/MM/YYYY) (as per mark sheet/certificate of class 10 th)	
4.	Age as on last date of application (Years, Months & Days)	
5.	Gender	
6.	Nationality	
7.	Category (UR/SC/ST/OBC/PwBD/EWS)	
8.	Correspondence Address	
9.	Permanent Address	
10.	Email ID (in Block Letters)	
11.	Contact No./ Mobile No.	

12. Educational/Professional Qualifications in chronological order(Secondary/10th onwards)

Name of Degree/ Diploma/ certificate/ Examination	Name of the Board/Institution/College/ University	Stream and/Subject(s)	Month & Year of Joining	Month & Year of Passing	Marks Obtained	Total Marks	Percentage & Division

13.	Post qualification Work Experience in relevant fields in reverse chronological order (from present to past)							
	Name & Address of Employer	Designation and nature of appointment (Regular/Ad-hoc/Contract etc.)	Period of service (from DD/MM/YY)	Period of service (To in DD/MM/YY)	Total tenure (in Years and months)	Nature of work/duties/responsibilities	Monthly Remuneration	Is the Experience relevant to the position applied? (Yes/No)
14.	Desirable Qualifications/Experience, if any, as mentioned in the Advertisement against the respective position							
	Desirable Qualifications/Experience (Please mention as per the advertisement for the respective position)			Yes/No	If yes, details thereof			
15.	Please indicate/furnish:							
i.	If there is any Vigilance/Disciplinary Case/ Criminal case, in any department or Court of Law, contemplated/pending/concluded in past. If yes, please provide details.							
ii.	List of major/minor/other penalties imposed or warning during the entire service/contract period (as the case may be).							

16.	Languages known			
	Language			
	Read			
	Speak			
	Write			
	Type			
17.	Self-attested copies of relevant documents/certificates/mark sheets/category certificate etc. attached as per para 5(i) and para 5(ii) of General Instructions of the Advertisement (Please write Yes or No).			
18.	Any other relevant information			
19.	Declaration			
<p>I _____ (Full name of the applicant) hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief.</p> <p>I understood that this position is purely on a contractual basis and if it is found that any particular(s)/documents furnished by me is/are incorrect or suppressed, my candidature will be rejected at any stage; during or after selection process and engagement made, if any, will liable to be terminated without any notice.</p> <p>I acknowledge and accept all the terms and conditions of engagement of <u>Young Professional/ Young Professional (Administration)/ Young Professional (Store)/ Young Professional (Design and Display)/ Young Professional (Finance)/ Young Professional (Law)/ Young Professional (Hospitality)*</u> in ITPO on a contractual basis as mentioned in the advertisement File No. Admin-11042(11)/1/2025-ADMN-ITPO dated June 17, 2025.</p> <p><u>* Strike out if not applicable</u></p> <p>Signature of applicant:</p> <p>Name of the applicant:</p> <p>Place:</p> <p>Date:</p>				