

Proforma for submission of application for engagement as 'Qualified CA/CMA' on 'Contract basis in IRCTC/West Zone

Ref.: 2025/IRCTC/HRD/WZ/Contractual/CA/CMA

Dated **11-06-2025**

Photo

1	Name of the Applicant				
2	Father/Spouse Name				
3	Category (SC/ST/OBC-NCL/PwBD/EWS/Ex.SM) (Enclose self-attested copy of latest Certificate issued by competent authority in support of claim)				
4	Present Address				
	Landline/Mobile No.				
	Email ID				
5	Permanent Address				
6	Date of Birth& Age (as on 11-06-2025)				
7	Gender				
8	Marital Status				
9	Aadhaar number				
10	Professional/Technical/Educational Qualification: (Enclose self-attested copies)				
S.No	Name of the Graduate/PG degree(s) Passed	Duration & (Full time/Part time/distance) Year of Passing	% marks	Institution/ University	
i	10 th				
ii	12 th				
Iii	Graduation				
iv	CA/CMA				
11	Particulars of Post Qualification Experience				
S No	Organisation	Post Held& Scale/ pay drawn	Period : From-To	Experience (Years-Months)	Job description /Responsibility areas
i					
ii					
12	Languages Known	Speak			
		Write			
13	Document to be attached a) Proof of educational Qualification b) Proof of experience c) Proof of Date of Birth d) Proof of Category(SC/ST/OBC*/PwBD/EWS/Ex.SM) *OBC-NCL- Should submit OBC-NCL certificate in the format prescribed by Govt. of India e) Others (pl. Specify)				

The above information is true to the best of my knowledge and belief. My candidature will be rejected, if any information given above is found to be incorrect/ incomplete or false.

Place:

Date:

(Signature)

**FORMAT OF
OBC (NON-CREAMY LAYER) CERTIFICATE**

(FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA)

This is to certify that Shri / Smt. / Kum.*..... son/daughter* of
Shri..... of Village/Town
District..... in..... State belongs
to..... community which is recognized as Backward Class under: (indicate the Sub
Caste above)

- 1) Resolution No.12011/68/93-BCC@dated 10th September 1993, published in the Gazette of India - Extraordinary-part 1, Section 1, No.186, dated 13th September 1993.
- 2) Resolution No.12011/9/94-BCC, dated 19th October 1994, published in the Gazette of India - Extraordinary-part 1, Section 1, No.163, dated 20th October 1994.
- 3) Resolution No.12011/7/95-BCC, dated 24th May 1995, published in the Gazette of India - Extraordinary-part 1, Section 1, No.88, dated 25th May 1995.
- 4) Resolution No.12011/44/96-BCC, dated 6th December 1996, published in the Gazette of India - Extraordinary-part 1, Section 1, No.210, dated 11th December 1996.
- 5) Resolution No.12011/68/93-BCC, published in the Gazette of India - Extraordinary-No. 129, dated the 8th July 1997.
- 6) Resolution No.12011/12/96-BCC, published in the Gazette of India - Extraordinary-No. 164, dated the 1st September 1997.
- 7) Resolution No.12011/99/94-BCC, published in the Gazette of India - Extraordinary-No. 236, dated the 11th December 1997.
- 8) Resolution No.12011/13/97-BCC, published in the Gazette of India - Extraordinary-No. 239, dated the 3rd December 1997.
- 9) Resolution No.12011/12/96-BCC, published in the Gazette of India - Extraordinary-No. 166, dated the 3rd August 1998.
- 10) Resolution No.12011/68/93-BCC, published in the Gazette of India - Extraordinary-No. 171, dated the 6th August 1998.
- 11) Resolution No.12011/68/98-BCC, published in the Gazette of India - Extraordinary-No. 241, dated the 27th October 1999.
- 12) Resolution No.12011/88/98-BCC, published in the Gazette of India - Extraordinary-No. 270, dated the 6th December 1999.
- 13) Resolution No.12011/36/99-BCC, published in the Gazette of India - Extraordinary-No. 71, dated the 4th April 2000.

Shri/Smt./Kum* _____ and/or his/her family ordinarily reside(s) in
the _____ District of the _____ State. This is also to certify that he/she
does not belong to the persons/sections (Creamy Layer) mentioned in column 3 (of the Schedule to the
Government of India, Department of Personnel & Training OM No.36012/22/93-Estt (SCT), dated 8.9.1993) and
modified vide Government of India, Department of Personnel and Training O.M. No. 36033/3/2004-Estt. (Res)
dated 09.03.2004.

Place:

Date:

Signature of Issuing Authority with seal of office *Strike

out whichever is not applicable

NB:

(a) The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of Peoples Act 1950.

(b) The Authorities competent to issue caste certificates are indicated below:

- (i) District Magistrate / Additional Magistrate/ Collector / Deputy Commissioner / Additional Deputy Commissioner/ Deputy Collector / 1st class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluk Magistrate / Executive Magistrate/ Extra Assistant Commissioner (not below the rank of 1st class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue officer not below the rank of Tahsildar, and
- (iv) Sub-Divisional Officer of the area where the Candidate and or his family resides.