

**Application performa for the post of Computer Operator**  
**in Asset(Property) Management Cell, Ambala**

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Name of the Applicant :

Father Name :

Mother Name :

Date of Birth  
(as per Matriculation Certificate) :

Sex M/F :

Permanent Address :

Educational Qualification :

Aadhar Number :

Marital Status if Married please  
write spouse name :

Experience (If Any) :

## **Brief Description:**

Applications are invited to fill up 1 temporary vacant post of Data Entry Operator in District Revenue Office, Ambala in the pay scale of 15000.

## **Procedure for Applying:**

The candidate must have to submit filled form in SK Branch ,District Revenue Office,1st Floor Mini Secretariat Ambala from 22 August 9:30 AM.

## **Education Qualifications:**

10+2 (with 50% marks) or Graduation and One year Computer Course.

or

Three years Diploma in any stream/ BCA/B.Sc.(Comp Sc/IT).

or

Matric with Two years Diploma in Office Management and Computer Application.

## **Age Limit:**

The candidate age should be between 18 years to 42 years.

## **Date of Interview**

The Date of the interview is 29/08/2019 at 11:00 AM.

## **Venue:**

Venue of the Interview is District Revenue Office, 1st Floor Mini Secretariat Ambala

## **Note:**

1. The applicant should have knowledge of typing in Hindi/English.
2. Candidate must bring their originals testimonials and identity proof i.e. Aadhar Card, Pan Card, Voter Card at the time of Interview.
3. The candidate must report to DRO Office at least 30 minutes before the scheduled time.
4. No TA/DA will be paid to any candidate for appearing in the interview.
5. The decision of the competent authority will be final.

**District Revenue Officer  
Ambala**