

**State Examination Board**  
**Sector-21, Opp. Government Library, Gandhinagar**  
**Eligibility Criteria, Job Profile and other details**

Name of Post : MIS Programmer  
No. of the Posts : 01  
Location : Gandhinagar

**Eligibility Criteria**

Education Qualification : MCA from Recognized University with 2 year of Work experience in IT Field.  
Age : Not Exceeding 30 Years.  
Language Skills : Good Knowledge and Proficiency in Gujarati (shruti) and English typing  
Moreover Knowledge of English is preferred.  
Expected Skill : Knowledge of SQL Server, able to develop store produce and various types of queries.  
Knowledge of crystal report.  
Remuneration : Consolidated Monthly remuneration of RS.20000/-  
Duration of the assignment : 11 Months contract as per government policy.

**Duties and Responsibilities:**

- Data entry in gujarati & English as per requirement of the office.
- Exam related all types data/computerization work.

# APPLICATION FROM

Important Note: Candidates must fill-up all information as asked in the application. Failure to provide complete information or incomplete application from may lead to rejection of the application. The Candidate MUST fill the entire application in his/her own hand writing.

Affix here Most recent Color Passport size Photograph

1. Name of the Applicant:.....  

(Surname)(First Name)(Middle Name)
2. Sex: MALE/FEMALE
3. Present Address (with current mobile no, Residence number and pin code):  
.....  
.....  
.....
4. Email Address:.....
5. Date of Birth (dd/mm/yyyy) format:.....Place of Birth:.....
6. Mother Tongue:.....
7. Educational Qualification:

Qualification	Degree	Name of university/ Board (with Complete Address)	Year's of passing	Marks Obtained	Percentage
1. HSC				/	
2. Graduation				/	
3. Post-Graduation				/	
4. Others, if any				/	

**8. Languages Known (Tick Mark)**

Sr. No	Language	Speak	Read	Write
1				
2				
3				

**9. Work Experience Record (Please start with Present/ Last Organization)**

Duration	Total Exp. In Months	Name & Address of Organization (with its Contact Number)	Reporting to (with Name & Designation)	Contact No of your Reporting Superior	Designation	Salary

**\*NOTE:**

- 1. Please attach the L.C., Mark sheets and Experience Certificates of all your previous jobs (only attested Photo Copies).**
- 2. Original Mark sheets and Last pay slip will have to be product at the time of interview.**
- 3. Attached: (1) Election Voter ID card (2) Driving License and (3) Bank Pass Book**

**DECLARATION**

I certify that the statements made by me are true, complete and correct to the best of my knowledge and belief. I understand that any material misrepresentation or omission made hereon or any other document requested by office, renders me liable to termination or dismissal. I have attached certified TRUE copy of my latest (1) Election Voter ID card (2) Driving License and (3) Bank Pass Book (for direct Salary transfer by ECS) as ID proof and proof off address.

**Place :** \_\_\_\_\_

**Date :** \_\_\_\_\_

\_\_\_\_\_  
**Signature of the Candidate**

**Name of the Candidate:**