



*A Joint Venture Company of NTPC & BHEL*

**APPLICATION FOR THE POST OF  
COMPANY SECRETARY  
UNDER FIXED TENURE APPOINTMENT (FTA).**

**PERSONAL INFORMATION**

Kindly affix a  
Passport size  
Photograph  
here

First Name		Middle Name				Last Name			
Mr/Ms									
( Expand all names)									
Date of Birth						e-mail :			
D	d	M	m	y	y				
Current Address :									
City		State		PIN		Phone (with STD code)		Office	
								Res.	
Permanent Address :									
City		State		PIN		Phone(with STD code)		Mobile	
Category		Marital Status		Whether PWD		State Domicile		Gender	

**EDUCATION**

(Begin with the most recent qualification and end with Std. X)

Course/Degree	Specialization	Name of Institute /University	Location	Graduation (Month/Yr.)	Aggregate Marks (% or CGPA)

**WORK EXPERIENCE**

**TOTAL POST QUALIFICATION WORK EXP : ..... YRS, ..... MONTHS**

**PRESENT / LAST EMPLOYMENT**

Name of the Employer	
Address :	
Dates Employed	From <span style="margin-left: 100px;">To</span>
Your Designation	Brief Work Profile

**PREVIOUS EMPLOYMENT DETAILS (Attach sheet, if necessary)**

Name of the organization	Location	Designation	Duration		Reason for Leaving
			From	To	

<p><b>Professional / Technical Skills</b></p>
<p><b>Career Achievements</b></p>

**REFERENCES**

Give references under whom you have either worked or who know you professionally for at least 6 months.

Name	Duration & Nature of Association	Organization & Designation	e-mail	Phone (with STD code)	
				Home	Office
			<b>Off:</b>  <b>Per:</b>		
			<b>Off:</b>  <b>Per:</b>		

**ADDITIONAL DETAILS**

Nationality		<input type="checkbox"/> Indian <input type="checkbox"/> Others
Have you attended any selection process at NBPPL before?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, Division : _____ Location : _____ Month/Year: _____ Status : _____

OTHER INTERESTS: Cultural, sports, community work and hobbies from school onwards & details of memberships of association

Any other information you would like us to know which may have significant bearing on selection decision :

**PAYMENT DETAILS**

Payment mode (UPI ID / Net Banking): \_\_\_\_\_

<b>UPI.ID</b> <b>NTPC.60170504@hdfcbank</b>	<b>ACCOUNT DETAILS FOR NET BANKING</b> <b>Account No: 50200002089312</b> <b>IFSC Code: HDFC0002703</b> <b>Bank Name: HDFC</b> <b>Branch: TIRUPATI</b> <b>Name of A/c : NTPC BHEL POWER PROJECTS Pvt Ltd</b>
<b>Transaction Reference No:</b>	

I hereby declare that my statements on this application and on my resume or documents provided by me to NBPPL are correct to the best of my knowledge. I acknowledge and agree that providing any false information may result in rejection of my candidature, or if joined, may result in termination of my employment. I give consent to NBPPL to institute and conduct a background check to verify the information furnished by me in this form.

Date:

Place:

Signature: