



**KLE SOCIETY'S**  
**ICAR- KRISHI VIGYAN KENDRA**  
(Funded by Indian Council of Agricultural Research)  
Mattikopp, Bailhongal Taluk, Belagavi District, Karnataka

*Affix your  
recent  
passport size*

**APPLICATION FOR APPOINTMENT OF  
SKILLED SUPPORT STAFF**

Name \_\_\_\_\_

Post applied for \_\_\_\_\_

Advertisement No. & date: \_\_\_\_\_

Demand Draft No & Date \_\_\_\_\_

**Instructions to the candidates**

1. The application should be filled in clearly and legibly.
2. Please answer each item clearly and completely.
3. Applications should be filled in all respects with relevant information sought only.  
Avoid extraneous information. Furnish content sheet with page numbers
4. The application downloaded from website should accompany the requisite fee Rs.1,000/- payable to the Programme Co-ordinator, KLE KVK, Mattikopp at any Nationalized Bank, payable at SBI, Samba, Karnataka as indicated in the notification, at the time of submission of filled in application, or else, the application will be rejected.
5. All supporting documents enclosed along with the application should be page numbered and arranged in chronological order as per the application format.
6. Application is liable to be rejected for non-compliance of the above instructions and those laid down in the Notification.

1	Name of the post applied for	
2	Name in full (BLOCK LETTERS) (as entered in SSLC or equivalent marks card )	
3	Father's Name	
4	Address for communications with pin code	
5	Permanent Address	
6	E-mail I D	
7	Contact numbers: (with STD codes)	Tel No: Cell No:
8	Date of Birth (bonafide certificate to be enclosed)	
9	Native place Taluk District State	
10	Gender	Male/Female
11	Religion & Caste	
12	Sub Caste	
13	Nationality	
14	Marital Status	Married/Unmarried
15	Name of the State to which you belong	
16	a) Do you belong to Scheduled Caste or Scheduled Tribe (Please Tick) b) Do you belong to other backward classes? (Please Tick) *(Respective category / caste certificates from the competent authorities as per prevailing Govt. Orders in the prescribed formats have to be enclosed)	* SC / ST/OBC  * Rural/Woman/Ex-serviceman/ Kannada
17	If Physically challenged candidate	OH/VH/HH
18	Languages that you can Read/Write/Speak (Please specify)	

**19. Knowledge of Driving: Cycle/Motor cycle**

**20. Details of Educational Qualification**

<b>Educational Qualification</b>	<b>Name of the School/College</b>	<b>University / Institution / Board</b>	<b>Month &amp; Year of passing</b>	<b>Percentage of marks</b>	<b>Division/Class/ Grade</b>
1. S.S.L.C.					
2. P.U.C.					
3. Bachelor's Degree					
4. Others (if any)					

**21. Additional Qualification**

<i>Sl. No.</i>	<i>Course</i>	<i>Name of the Institution</i>	<i>Board/University</i>	<i>Year of Passing</i>	<i>Percentage</i>

**22. Details of work experience**

<b>Name of Institution</b>	<b>Post held</b>	<b>Date of joining</b>	<b>Date of leaving</b>	<b>Period of service (years /months/ days)</b>			<b>Reason for leaving</b>	<b>Pay (Certified copy of the experience and last pay drawn certificates to be enclosed)</b>
				<b>YY</b>	<b>MM</b>	<b>DD</b>		

**Total length of service -----years-----months**

**23. Skills in Agriculture and allied fields (To be supported with relevant documents)**

**24. Experience in cooking for hostel**

**25. Additional Information, if any:**

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I hereby declared that all the information furnished in this application are true, complete and correct to the best of my knowledge and belief. I do understand that I need to obtain and produce original certificates at the time of interview. I understand that entries made by me in this application form are final and binding on me. I further declare that in the event of any information being found false or incorrect or misrepresented on later date my candidature is liable to be cancelled at any time as mentioned in the notification.

**Place:**

**Date:**

**List of enclosures:**

1.

2.

3.

4.

5.

**SIGNATURE OF THE APPLICANT**

## Forwardal Certificate by the Employer

Certified that Mr./Ms. \_\_\_\_\_ is working in the  
Department/ Institute / Organization as \_\_\_\_\_ w.e.f.  
\_\_\_\_\_ in the scale of \_\_\_\_\_. He / She is at present  
drawing a basic pay of \_\_\_\_\_. The DA and other allowances  
amount to Rs. \_\_\_\_\_.

**We have no objection in forwarding his / her application for the post of Skilled  
Support Staff at ICAR-KLE Krishi Vigyan Kendra, Mattikopp**

**Place:**

**Date:**

**Signature and Designation**

**KLE Society's  
ICAR - KRISHI VIGYAN KENDRA**

**Information to the candidates applying for appointment**

1. The entire notification along with the detailed qualification and application Proforma prescribed for each of the categories of the posts notified is accessible from the website <http://www.klesociety.org> and <http://www.kvkbelaagavi2.icar.gov.in>. The candidates have to obtain **application Proforma through website only**.
2. Separate applications should be made for each post.
3. The KLE Society reserves the right to fill in any or all the vacancies.
4. Candidates already in service should submit their applications through their Employer. They should also ensure that the application reaches the society on or before the last date prescribed. If any delay in sending the application through proper channel is anticipated, an advance copy of the application should be sent within the last date prescribed. However application through proper channel should reach within 10 days after the last date prescribed.
5. Applicants are required to send copies of statement of marks in the different examinations and copies of certificates furnishing the service particulars along with the application.
6. Applicants, if called for interview should be prepared to appear before the selection committee, at their own cost at the place indicated.
7. Applications received after the due/last date and incomplete application will be rejected.
8. KVK is functioning under the Acts and Statutes of KLE not ICAR.
9. DA/HRA/Transport allowances are only payable. No provision for other allowances.
10. Any pressure brought on the selection committee or the members of the Board of Directors by a candidate will disqualify the candidature for the post.
11. If the number of applicants is large, the society may restrict the number of candidates for interview to a reasonable limit on the basis of qualifications and experience higher than the minimum prescribed in the Advertisement.
12. The candidates who have studied under Trimester system and other than 10 point grading system are required to produce the equivalent percentage certificate obtained from the respective university.
13. Applications must be accompanied by attested copies of Marks sheets, Certificates, Experience Certificates, Publications, Research Notes, Certificates of Awards/Medals, Certificate related to past service etc. and the details of research or related publication, if any, in support of eligibility.
14. Candidates already in service (Government /Quasi Government / Private) should submit their applications through proper channel.
15. The envelop in which application is being sent should super scribe with the name of the post applied.
16. KLE KVK Belagavi 2 is functioning under the Acts and Statutes of KLE Society and not under ICAR as a Grant in Aid Scheme. Hence, the posts are Non-Governmental under KLE Society and no other allowances other than indicated above shall be payable.