

SECUNDERABAD CANTONMENT BOARD
COURT COMPOUND, SARDAR PATEL ROAD
SECUNDERABAD-500003

Applications are invited from the eligible candidates in the following proforma duly affixed with recent colour passport size photograph, duly attested by Gazetted Officer for the following posts in Secunderabad Cantonment Board.

Name of the Post	Pay Scale	Total No. of Posts	Category	Age Limit	Educational Qualification
Horticulturist	12550-35800	1	General	18 to 25 years as on the date of publication of notice [Age relaxation as per rules for SC, ST & OBC]	A degree in Horticulture or A degree in M.Sc. [Ag] with specialization in Horticulture of any University established*
Public Relation Manager	11860-34050	1	General	do	A Bachelor's Degree in any subject with a degree or Diploma in Journalism/Public Relations from any University in India established*
L.D. Steno	8440-24950	1	General	do	Must have passed Intermediate exam [10+2] Must have passed Government Technical Examination in Type-Writing English Must have passed the Government Technical Examination in Shorthand by the Lower/Higher Grade in English Language

* or incorporated by or under Central Act, a Provincial Act or a State Act

PROFORMA APPLICATION

1. Application for the post of :
2. Name in Full (in BLOCK LETTERS) :
3. Father's/Husband's Name :
4. Permanent Address :
5. Present Postal Address :
6. Date of Birth : Date : Month Year
7. Age as on [Date of Publication] : Day Month Years
8. Nationality :
9. Sex : Male/Female
10. Marital Status : Married/Unmarried
11. Educational Qualifications :

Name of Exam	University/College/School	Year of Passing	Class/Division/Grade	% of Marks	Subject Taken

Attach Xerox copies of qualifications duly attested by Gazetted Officer.

12. Particulars of present employment if any :

13. Experience

S.No	Name of the Organization	From	To	Designation

14. Knowledge of Computers and MS Office :

15. DECLARATION :

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information found false or incorrect or ineligibility being detected after the test and interview, my candidature will stand cancelled and my claims for the recruitment forfeited.

Place :

Date :

Note :

a. Please Enclose Two Passport Size Photographs duly attested by Gazetted Officer [One photo to be affixed on the application form and another to be enclosed along with application form.]

b. One self-addressed envelope of size 10cm x 22 cm attached with Rs. 5/- postal stamp is required to be enclosed along with application form.

c. The Cantonment Board, Secunderabad reserves rights to cancel the appointment process at any stage without assigning any reasons. The decision of the Board is final in this regard.

d. The Cantonment Board does not take any liability in case any candidate applies by concealing any information or in case of any clerical or other mistakes during scrutiny of applications.

Completed applications along with certified true copies in respect of Educational Qualifications, Mark Sheets, Experience etc., should reach the **Office of the Cantonment Board, Court Compound, Sardar Patel Road, Secunderabad-500003** on or before **23rd May 2011**. Application received after 23rd May 2011 will not be entertained.

Applications should be sent in a cover superscribed as "Application for the post of Horticulturist/Public Relation Manager/LD Steno" as the case may be.

**No. SCB/Admin/
Office of the Cantonment Board,
Court Compound, S.P. Road,
Secunderabad-500003
Date : 15 April 2011**

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Signature
[C Ravindra, IDES]
Chief Executive Officer
Secunderabad Cantonment.