



STEEL AUTHORITY OF INDIA LIMITED
DURGAPUR STEEL PLANT

PERSONAL DATA SHEET

Please affix your self-
attested colour
photograph (same as
uploaded online)

Instructions:

1. Use only blue / black ball point pen.
2. Leave one space blank in between two words.
3. All columns should be filled only in English and **BLOCK LETTERS** only.
4. Put tick mark in the appropriate columns wherever applicable.
5. **Write N.A.** wherever not applicable.

Post:											Discipline/ Trade																												
Roll No											Date & Time of Skill Test / Trade Test:																												
Application No.										[Annexure-1]																													
E-Receipt submitted (Put √ mark)										Yes		No		[Annexure-2]																									
Registration Slip submitted, if applicable (Put √ mark)										Yes		No		[Annexure-2A]																									
1	Name of the Candidate:										[Annexure-3]																												
	Last Name																																						
	First Name																																						
	Middle Name																																						
2	Father's/Guardians full Name										Relation																												
3	Mother's full Name																																						
4	Gender (Put √ mark)										Male		Female		Other		5	Marital Status (Put √ mark)										Single		Married									
6	Nationality										7		Religion										8	Departmental Candidate (Put √ mark)										[Annexure-3A]		Yes		No	
9	Date of Birth										[Annexure-4]																												
	In figure										Day				Month				Year																				
	In words																																						
	Supporting document																																						
10	Caste/Category (Put √ mark)										Gen		SC		ST		OBC-NCL		EWS		[Annexure-5]																		
	Certificate Issuing Authority (wherever applicable)																																						
11	Whether Physically Handicapped (PwD) (Put √ mark)										Yes		No		[Annexure-6]																								
	If yes, details of disability										Type																												
											Percentage (%)		%																										
12	Whether Ex-Serviceman (Put √ mark)										Yes		No		[Annexure-7]																								
	If Yes, Name of organization																																						
	Period of Service : Total Duration										Yrs				Months				From		/ /		To		/ /														
	Issuing Authority of Released/Discharged/NOC (in case of in-service ESM candidate)																																						
13	Present Address :																																						
	Vill /Building/Street																																						
	P.O.										P.S.										Dist.																		
	State										PIN																												
	Email Id:										Mobile																												
14	Permanent Address :																																						
	Vill/Building/Street																																						
	P.O.										P.S.										Dist.																		
	State										PIN																												
	Email Id:										Mobile																												
Full signature of the candidate with date																																							

15	Educational Qualification [Annexure-8]			
	Qualification	Board/ University	% of Marks obtained	Year of passing
	Secondary			
	H.S.(Science)			
	H.S.(Other than Science)			
	Graduation			

16	Essential Minimum Qualification (as on 07.01.2023) – As per advertisement [Annexure-9]					
	Qualification	Board/ University/ Institution	Total Marks (*)	Marks obtained (*)	% of Marks obtained (*)	Year of passing

(*) Mandatory column to be filled-in

17	Registration / License / Certificate as per requirement (if any)		Submitted (Put √ mark)	Yes	No	[Annexure-10]	
	If yes, give details	Registration / Certificate/License No.				Issue Date	/ /
		Issued by				Valid upto	/ /

18	Essential work experience as per requirement (if any) (use additional sheets if required) [Annexure-11]					
	Name and address of the Organization		Name of the post		Duration	
					Year	Month
					Period	
					From	To

19	Declaration by the candidate					
	I, Mr./Mrs./Ms./Mx_____ hereby declare that the particulars given by me are correct and in the event of any of the information furnished above is found to be false or untrue or not conform to the eligibility specified in the advertisement, my candidature for the post shall be cancelled at any stage of recruitment process and / or I shall be liable to be removed from the service of the company even after my employment in Durgapur Steel Plant, SAIL.					
	Date:					
	Place: (Full Signature of the candidate)					

20	Please enclose 02 (Two) sets of self-attested photocopies of the following documents as per the sequence given below:	
(a)	Skill Test / Trade Test Call letter	Annexure-1
(b)	E-Receipt (application fees)	Annexure-2
(c)	Original Registration Slip/ Application ID/No. (if applicable)	Annexure-2A
(d)	Photo Identity proof- Voter Card (EPIC)/ Driving License/ PAN Card/Aadhaar Card	Annexure-3
(e)	Certificate from respective Personnel Executive of concerned unit mentioning date of joining as permanent employee and date of birth plus original Identity card – For departmental candidate.	Annexure-3A
(f)	Date of Birth & Name – Matriculation certificate	Annexure-4
(g)	Valid Caste / Category Certificate, if applicable	Annexure-5
(h)	Valid Disability (PwD) Certificate, if applicable	Annexure-6
(i)	Valid ESM Certificate, discharge book for Ex-serviceman, if applicable	Annexure-7
(j)	Educational Qualification(s): Mark sheet(s) & Certificate(s)	Annexure-8
(k)	Essential Minimum Qualification: Mark sheet(s) and Certificate(s)	Annexure-9
(l)	License (CJ) / Certificate (BO & HPW) etc. as per requirement (if any)	Annexure-10
(m)	Essential work experience certificate as per requirement	Annexure-11
(n)	Civil equivalence certificate of qualification, if applicable	Annexure-12
(o)	No Objection Certificate (NOC) by the present employer, if applicable	Annexure-13
(p)	Valid Certificate in the prescribed format w.r.t candidate's eligibility to avail extra/ compensatory time during CBT	Annexure-14