

Recruitment for the Advertisement No:

Dated:



STEEL AUTHORITY OF INDIA LIMITED  
BOKARO STEEL PLANT  
SKILL TEST /TRADE TEST PARTICULARS  
(TO BE FILLED IN CAPITAL LETTERS ONLY)

Please affix your  
colour photograph  
duly signed across.  
(Same as uploaded  
online)

1. Post applied for:
2. Name in Full : \_\_\_\_\_  
(As mentioned in Matriculation Certificate)
3. Address:
- a. Present: \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
- b. Permanent: \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
4. Contact No. : Mobile (1) \_\_\_\_\_ (2) \_\_\_\_\_ Email: \_\_\_\_\_
5. Date of Birth:  (As mentioned in Matriculation Certificate)
6. Marital Status: Unmarried/Married/Divorced/Widow/Widower (Please tick applicable field)
7. Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_
8. Nationality: \_\_\_\_\_ Religion: \_\_\_\_\_
9. Category: [Put a tick mark (v) in the appropriate box(s), which is/are applicable]  
GEN ☐ SC ☐ ST ☐ OBC\* ☐ EWS ☐ PWD ☐ ESM ☐  
\*Those who do not belong to OBC-Non Creamy Layer will be treated as General candidates.
10. If Person with Disability: [Put a tick mark (v) in the appropriate box(s), which is/are applicable]  
OH ☐ VH ☐ HH ☐ Others ☐ Percentage of Disability \_\_\_\_\_
11. Educational Qualifications (mention if documentary proof is attached):

Examination Passed	Name of Degree obtained	Name of the Board / University	Course Duration (in years)	Percentage obtained	Discipline/Trade/Specialization	Year of passing
Matriculation	-					
Intermediate	-					
Diploma						
Graduation						
Post Graduation						
Others (if any)						
Others (if any)						

12. Particulars of experience (mention if documentary proof is attached)::

SL	Name of the Employer	Position held	From (Start Date)	To (End Date)	Total Period

13. Language(s) can speak: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

14. Language(s) can write: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_

15. Whether employed in other Government Organization / Public Sector Unit : YES / NO

If yes, whether submitted NOC: YES / NO

16. If employed in any unit of SAIL,

a. SAIL Personnel No.:

b. Details (Unit/Designation):

17. Aadhar No. : \_\_\_\_\_ PAN No. \_\_\_\_\_ UAN No. \_\_\_\_\_

18. Is any case pending against you in any Court of Law as on date: YES / NO (attach details, if Yes)

19. Have you ever been convicted by a Court of Law for any offence: YES / NO (attach details, if Yes)

20. Whether a Local Displaced Person (only applicable for residents of Bokaro): YES / NO

If yes give details a) Village \_\_\_\_\_ b) Panchayat No. \_\_\_\_\_ c) Family

No. \_\_\_\_\_

21. Enclosures: (Please tick all the documents submitted in support of your eligibility)

a)	Call letter for Skill Test/ Trade Test	
b)	Photo Identity Proof- Voter Card (EPIC)/ Driving License/ PAN Card/ Aadhar Card	
c)	Matriculation Certificate	
d)	Valid Caste/ Category Certificate, if applicable	
e)	Valid Disability (PwD) certificate, if applicable	
f)	Valid ESM Certificate, Civil equivalence certificate of qualification, discharge book, if applicable (for ESM)	
g)	Educational Qualification(s): Mark Sheet(s) & Certificates	
h)	Essential work experience certificate as per requirement	
i)	No Objection Certificate (NOC) by the present employer, if applicable	

**Declaration & Undertaking**

I do hereby declare that the above information given by me and its enclosures are true and correct to the best of my knowledge. The same information was entered in the website ([www.sail.co.in](http://www.sail.co.in)) for online application for the above mentioned post. In case any of my declaration, undertaking and documents attached herewith are found to be false or if I am unable to enclose relevant documents in support of the eligibility condition, my candidature shall be cancelled at any stage of the recruitment process. In the event that any wrong statement/ information are detected after my appointment then my services are liable to be terminated without notice.

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

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

Signature of Candidate

### **Instructions for filling Skill/Trade Test Particulars**

- All details are required to be filled Capital Letters in English with a Blue/Black Ball Point Pen.
- Write NA, wherever field is not applicable.

**SL. No. 1:** Mention name of the post applied for

**SL. No. 2:** Write your name as mentioned in matriculation certificate which should be SAME as appearing in the call letter. In case of any typographical error, relevant affidavits are to be produced.

**SL. No. 3:** Present and permanent address in full.

**SL. No. 4:** Provide your mobile number and email id for communication.

**SL. No. 5:** Date of Birth as per Matriculation certificate.

**SL. No. 6:** Mention your Marital Status as applicable

**SL. No. 7:** Mention your Father's & Mother's name as per matriculation certificate. If mother's name is not mentioned in matriculation certificate, please write as per her Aadhaar card. Only in cases where father and/or mother is/are not alive, add LATE before the name.

**SL. No. 8:** Mention your Nationality and Religion as per your faith

**SL. No. 9:** Put a tick against your category.

**SL. No. 10:** This is applicable only for Persons with Disability. Put the tick mark against the type of disability applicable. Mention disability percentage as per the certificates.

**SL. No. 11:** In this section candidate should fill-in the details of their educational qualification against the sub type mentioned in the table.

**SL. No. 12:** Mention your previous experience (if any) with documentary evidence. Please mention

**SL. No. 13:** Mention language(s) spoken by you

**SL. No. 14:** Mention language(s) written by you

**SL. No. 15:** Put a tick as applicable against the employment taken with Government Organization/ Public Sector Undertaking.

**SL. No. 16:** If employed in SAIL, kindly mention your SAIL Personal No, Unit and Designation.

**SL. No. 17:** Provide your Aadhar, PAN and UAN number. In case, PAN and UAN is not available write Not Applicable.

**SL. No. 18 and 19:** Put a tick mark as applicable

**SL. No. 20:** This space to be filled in only by the candidates who are local displaced/ descendants of displaced persons of Bokaro (Jharkhand) and have a valid DPLR registration. Proof of registration to be attached.

### **General Instructions for the candidates appearing for Skill Test /Trade Test**

1. All candidates should ensure that they reach the Skill Test /Trade Test venue at least 30 minutes before their reporting time.
2. Candidates must bring the following documents in original and one set of photocopy of all these documents signed on the date of Skill /Trade Test, failing which Candidates will not be allowed to appear for /Skill/Trade Test.

#### **Documents should be arranged in the following order only:**

- Copy of Call letter for Skill Test /Trade Test
  - Matriculation passing certificate
  - Matriculation Mark Sheet.
  - NAC Certificate (if applicable).
  - NAC- Marksheet (if applicable).
  - Intermediate passing certificate (if applicable).
  - Intermediate Marksheet (if applicable)
  - Certificate of Diploma in relevant Stream of Engineering (if applicable).
  - Semester wise marksheet for all the semesters starting from Semester I (if applicable).
  - Degree (if applicable)
  - Post graduation (if applicable)
  - Work Experience Certificates/ NOC from present employer in the case of Government Organization/PSU
  - Copy of Marksheets of degree (if applicable)
  - Caste Certificate – As per central government format. OBC Candidates must ensure that the OBC-NCL certificate adheres to the timeline provided in the advertisement.
  - PWD Certificate in standard format issued before closing date of application.
  - PAN & Aadhaar Card
3. Candidates should make own arrangement for transportation.
  4. Candidates must ensure to bring sufficient number of photocopies of all the required documents. No suitable provision or no extra time will be given after reporting for the Skill/Trade test.
  5. All candidates eligible for availing TA as per rules must ensure to submit a copy of proof of travel (tickets) along with cancelled cheque/copy of bank passbook.
  6. Ex-servicemen should bring ESM Certificates, Civil equivalence certificate of qualification, Discharge Book for ex-servicemen (if applicable).