Last Date of Receipt: 20 Jan 2024

To be sent by speed post/courier /by hand to: Director (HR & Admin), BrahMos Aerospace, 16 Cariappa Marg, Kirby Place, Delhi Cantt, New Delhi 110010

(Applications received through Email or any other mode except as specified above will be summarily rejected)

BRAHMOS AEROSPACE

Application Format

Instructions:

No covering letter required

Applications should be tagged (no loose papers) with all enclosures in the following order :

- i. Application format filled in and photo pasted properly to avoid peel off
- .i. Detailed career profile (resume can be enclosed)
- iii. Proof of Date of Birth , Copies of all Educational Certificates/Mark sheets starting with 10th Experience documents such as Appointment Letters, Relieving letters (as applicable) and the latest Salary Slip / Salary certificate

Name of the Post

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

COMPANY SECRETARY

•	Name of the Candidate (Name as per PAN/AADHAAR)														
•	Father/Husband's name														
	Date of Birth(dd mm yyyy format)														
		(d		d	1	m	m		у		У	У	,	y)	
	Age as on 01 Jan 2024				Yea	rs						Mont	ths		
	(Age Limit – max 45 years)				_			L							
•	Gender (Tick whichever is applicable)	Male			Fema	le									
	Marital Status	Unmarried				Marr			ried			Others			
	Telephone No.						ſ								
		(STD Code) (Phone number)													
	Mobile No.						(do not prefix ' 0' or '+91')								
0.	Email id														
			Permanent Address					Correspondence Address							
11	. Address														
		Pin							Pin						
		State							State						

Please attach Self attested Photograph

12.	Details of educational Qualification	etails of educational Qualification :(<mark>Attach copies of Certificates & Mark sheets starting with 10th)</mark>								
	Name of the Examination	% of marks	Main Subjects	Year Passing	Name of Board / College / University					
	10 th (Secondary)		General (<mark>Attach copies of Certificates &</mark> Mark sheets)							
	12 th (Higher Secondary)		<mark>(Attach copies of Certificates &</mark> Mark sheets)							
	<u>Company Secretary (CS)</u>									
			(Attach self attested copies of Mark sheets and Certificates)							
	<u>Graduation in Law</u>									
	Other Qualifications									
			(Attach self attested copies of Mark sheets and Certificates)							

		Speak	Read	Write
10	Languages known.			
13.				

Current Job To 2 M/s Designation:	Responsibilities Present Gross Salary (per month)
a. M/s	
If ype of job : Permanent □ Cont If on Contract : Date of Tenure Completion Duties and responsibilities :	
Completion Duties and responsibilities :	ract (In case of Consolidated Pay, please mention)
Present	Rs
Present	
Present	
(Attach detailed resume, appoint letter/salary certificate)	tment (Attach Latest Salary Slip)

	b. M/s			Designation			
				Type of Job : Permanent Contract			
				(Attach Appointment / Relieving letters – self attested)			
	c. M/s			Designation			
				Type of Job : Permanent Contract			
				Duties:			
			•	(Attach Appointment / Relieving letters – self attested)			
15.	Areas of Interest						
	References of two persons	of repute	(other than	family members):			
16.	Mr/Ms						
	Mr/MsTel / Mobile No						

17. Any other relevant information including any ongoing legal proceedings:

I hereby declare that all the information given above are true to the best of my knowledge. In case it is found at any stage of recruitment process or even after appointment that I have furnished any incorrect / false information or have suppressed any fact in this regard, my candidature / service is liable to be rejected / terminated without any notice.

Place

Signature of the candidate

Index for Check List

Candidate should mark ($\sqrt{}$) against relevant column to indicate the documents enclosed with the application form. Please note that in complete applications or applications without supporting enclosures are liable to be rejected.

SI.	Enclosure details	Attached		
No.		YES	NO	
(i)	Passport size self attested Photograph			
(ii)	Indicated your Date of Birth and attached photocopy of Age Proof (Self attested photocopy of 10 th Certificate / Mark sheet)			
(iii)	Self Attested Photocopy of Certificates and Mark sheets of Educational Qualifications (10th, 12th, Graduation , Post graduation or others if any) (Note : Certificate and mark sheetmust be enclosed)			
(iv)	Photocopies of Experience Certificates (mention correct date of joining and date of leaving in current/previous experience column)			
(v)	Photocopy of Latest Salary Slip			
(vi)	Photocopies of Other certificates and testimonials, if any			

No. documents attached

Signature of the candidate