

## **Requisite Documents for Joining:**

1. Copy of Application Form
2. ID Proof – Aadhar Card (in absence of Aadhar Card any one ID from the list -(a) Election I Card  
b) Passport c) Driving License d) Phone Bill e) Ration Card
3. PAN Card
4. Permanent Address Proof – Domicile Certificate/ School Leaving Certificate
5. Temporary Address Proof- Same list as mentioned in Sl. No.- 2.
6. Photo – 2 nos.
7. Educational Certificates/Marks Sheet as claimed
8. Experience Certificates as claimed
9. Accepted resignation letter/Relieving letter from previous employer
10. Last 3 salary slip/salary certificate
11. Bank Statement last 3 Months showing salary credited
12. Medical Fitness Certificate from a registered medical practitioner (Allopath/MBBS).
13. A Self-declaration in writing that you will not demand or give dowry.

Note: All certificates will be verified with original documents therefore, carry all original documents on the day of joining.