



Maharaja Lakshman Sen Memorial College **Sundernagar, Distt. Mandi (H.P.) 175018**

Application Form for Non-Teaching Post **(Clerk, Lab Attendant, Tabla Player, JLA)**

1.	Nome of the Post		Paste Passport size photograph here																
2.	Name of applicant																		
3.	Father/ Husband Name																		
4.	Date of Birth	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>										D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y												
5.	Gender (Male /Female/Other)																		
6.	Age	<table border="1"> <tr> <td></td><td>Year</td><td></td><td>Month</td><td></td><td>Day</td> </tr> </table>			Year		Month		Day										
	Year		Month		Day														
7.	Mobile Number																		
8.	Aadhar Number																		
9.	Permanent Address																		
10.	Correspondence Address																		



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11.	Himachali Domicile (Yes/ No)					
12.	Fee detail	DD No.	Date			
13.	Educational Qualification :					
		Board\ University	Passing Year	Marks Obtained	Total Marks	Percentage
	10th					
	+2					
	Graduation					
	Post Graduation					
14.	Work Experience:					
		Employer Detail	Post	Salary	Period	
	1					
	2					
	3					



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Detail of Documents Enclosed:

1		4	
2		5	
3		6	

Declaration

I hereby certify that all the information and enclosures given in this application are true and complete. I understand that any false information or omission may disqualify me from further consideration for employment, or, if I am hired, may result in my dismissal if detected later.

Date

Place

Signature of applicant



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GUIDELINES FOR SELECTION OF NON-TEACHING STAFF

1. Educational Qualification

S. No.	Post	Minimum Qualification
1.	Clerk	10+2
2.	Lab Attendant	10+2 Science
3.	Tabla Player	10 th , Diploma/ Certificate course in Music instrument (Tabla/Dholak) from an Institution duly recognized by H.P./Central Government.
4.	JLA	Matric with Certificate in Library
5.	Peon	Matric
6.	Chowkidar	Matric
7.	Ground man	8th standard

Note:

1. For S. No 2, 3 candidates shall be eligible for appointment if he/ she has passed Matriculation and 10+2 from any school/institution situated within Himachal Pradesh.
2. For S. No 5, 6, 7 candidates shall be eligible for appointment if he/ she has passed Middle or Matriculation from any school/institution situated within Himachal Pradesh.
3. The condition no. 1 & 2 does not apply to Bonafide Himachalis if they are eligible.

2. Age limit:-

The age of the candidate should not be more than 45 years as on 01-01-2026.

3. Mode of Application:-

Application forms can be downloaded from the college website www.mlsmc.ac.in .

4. Application Processing Fees:-

- Application processing fee : Rs.1500/-
- Payment should be made through Demand Draft drawn in favour of “**The Principal MLSM College Sundernagar**” payable at Sundernagar.
- Fees once paid will not be refunded under any circumstances.

5. Parameters for Screening/ Selection:



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All applications shall be screened by duly constituted Selection Committee for determining eligibility of each candidate. Incomplete applications shall be rejected. No correspondence in this regard shall be entertained.

S. No.	Post	Screening/ Selection
1.	Clerk	All applications shall be screened by duly constituted Screening Committee for determining eligibility of each candidate. Incomplete applications shall be rejected. No correspondence in this regard shall be entertained. The selection shall be based on verified documents and on the basis of the performance in the interview.
2.	Lab Attendant	All applications shall be screened by duly constituted Screening Committee for determining eligibility of each candidate. Incomplete applications shall be rejected. No correspondence in this regard shall be entertained. The selection shall be based on the basis of the verified documents and the performance in the interview.
3.	Tabla Player	All applications shall be screened by duly constituted Screening Committee for determining eligibility of each candidate. Incomplete applications shall be rejected. No correspondence in this regard shall be entertained. The selection shall be based on the basis of verified documents and the performance in the interview.
4.	JLA	Matric with Certificate in Library
5.	Peon	All applications shall be screened by duly constituted Screening Committee for determining eligibility of each candidate. Incomplete applications shall be rejected. No correspondence in this regard shall be entertained. The selection shall be based on the basis of verified documents and the performance in the interview.
6.	Chowkidar	All applications shall be screened by duly constituted Screening Committee for determining eligibility of each candidate. Incomplete applications shall be rejected. No correspondence in this regard shall be entertained. The selection shall be based on the basis of verified documents and the performance in the interview.
7.	Ground man	All applications shall be screened by duly constituted Screening Committee for determining eligibility of each candidate. Incomplete applications shall be rejected. No correspondence in this regard shall be entertained. The selection shall be based on the basis of verified documents and the performance in the interview.



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गैर- शिक्षक पद के लिए आवेदन
(चपरासी, चौकीदार, ग्राउंडमैन)

1.	जिस पद के लिए आवेदन किया गया है, उस का नाम		यहां पास पोर्ट साइज फोटो लगायें																
2.	आवेदक का नाम																		
3.	पिता/पति का नाम																		
4.	जन्म तारीख	<table><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td></tr></table>										D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y												
5.	लिंग (पुरुष /महिला/ अन्य)																		
6.	उम्र	<table><tr><td></td><td>साल</td><td></td><td>महीना</td><td></td><td>दिन</td></tr></table>			साल		महीना		दिन										
	साल		महीना		दिन														
7.	मोबाइल नंबर																		
8.	आधार संख्या																		
9.	स्थायी पता : गाँव डाकघर तहसील जिला पिन कोड																		



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10	पत्राचार पता : गाँव डाकघर तहसील जिला पिन कोड					
11	मूल निवास प्रमाण पत्र (हाँ/ नहीं)					
12	शुल्क विवरण		DD No.		दिनांक	
13	शैक्षणिक योग्यता :					
	परीक्षा	बोर्ड / विश्वविद्यालय का नाम	उत्तीर्ण होने का वर्ष	प्राप्तांक	कुल अंक	प्रतिशत
	8th					
	मैट्रिक					
	+2					
	स्नातक					
14	कार्य अनुभव :					
	क्रम संख्या	नियोक्ता का नाम	पद का नाम	वेतन	अवधि	
	1					
	2					
	3					



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संलग्न दस्तावेज का विवरण:

1		4	
2		5	
3		6	

घोषणा

मैं..... (आवेदक का नाम) प्रमाणित करता हूं कि इस आवेदन में दी गई सभी जानकारी और संलग्नक सत्य और पूर्ण है। मैं समझता हूं कि कोई भी गलत जानकारी या चूक मुझे रोजगार के लिए आगे विचार करने से अयोग्य ठहरा सकती है, या, यदि मुझे काम पर रखा जाता है, तो बाद में पता चलने पर मुझे नौकरी से बर्खास्त किया जा सकता है।

दिनांक

स्थान

आवेदक के हस्ताक्षर