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A Navratna Company  
ISO 9001 : 2000

## भारतीय नौवहन निगम लिमिटेड

(भारत सरकार का उद्यम)

1 एली स्ट्रीट, 5 वी मंजिल, 509 सुइट, लंदन - E1 8DE. • फोन नं. 0044 207 481 3110 • फैक्स नं. 0044 207 481 0523

## The Shipping Corporation Of India Ltd.

(A GOVERNMENT OF INDIA ENTERPRISE)

1 Alie Street, 5th Floor, 509 Suite, London • E1 8DE. • Ph. No. 0044 207 481 3110 • Fax No. 0044 207 481 0523

### The Shipping Corporation of India Ltd

#### Regional Office, London

Applications invited for a post of GENERAL ASSISTANT on temporary basis (6 months) at Shipping Corporation of India, London. Candidates should possess a valid work permit to work in UK.

**Job Profile:** Assisting Regional Head – ships monitoring and operational activities.

**Tenure:** Bank staff

The Nature of Bank work is that there is no guarantee of continuous work. Bank staff is offered working hours as required. At times cover may be required at short notice.

**Remuneration:** GBP 9.00/hour

Interested candidates may apply in the enclosed format along with the copies/documents

To

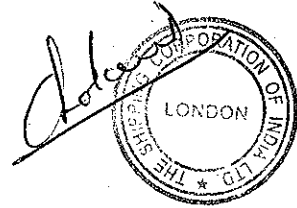
The Shipping Corporation of India

509 suite, 5<sup>th</sup> Floor

No 1 Alie Street

London E1 8DE

Last date for the receipt of application is 16.01.2017



पंजीकृत कार्यालय: शिपिंग हाउस, 245, मादाम कामा रोड, मुंबई-400 021(भारत) • फोन: 91-22 2202 6666  
Regd. Office: Shipping House, 245, Madame Cama Road, Mumbai-400 021(India) • Ph: 91-22 2202 6666

कार्गो मंजिल तक पहुंचाए. जीवन को राह दिखाए • Transporting Goods. Transforming Lives

<b>POST APPLIED FOR: General Assistant</b>		
Closing date for completed form: 16.01.2017		
Return form to:		
The Shipping Corporation of India 509,suite, 5 <sup>th</sup> Floor, No.1 , Alie Street, Aldgate, London – E1 8DE		
<b>1 APPLICANT'S PERSONAL DETAILS</b>		
TITLE:	FIRST NAME:	SURNAME:
PREVIOUS NAMES:		
PERMANENT ADDRESS:	WORK TEL NO:	HOME TEL NO:
	MOBILE PHONE NO:	MAY WE TELEPHONE YOU AT WORK:
		Yes <input type="checkbox"/> No <input type="checkbox"/>
	EMAIL ADDRESS:	
NATIONAL INSURANCE NO:		
<b>2 EMPLOYMENT STATUS</b>		
Are there any restrictions on your residence or employment in the UK?		Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, please give details		
Do you have documentation to prove you are authorised to work in the UK?		Yes <input type="checkbox"/> No <input type="checkbox"/>
(Failure to produce this documentation when requested may be unable to pursue your application)		

11

**3. PRESENT OR MOST RECENT EMPLOYMENT**

**ADDRESS:**

**AREA (if applicable)**

**DATES OF APPOINTMENT:**

OUTLINE BELOW YOUR MAIN DUTIES AND RESPONSIBILITIES IN RELATION TO THIS POST:

**4. PREVIOUS EMPLOYMENT (start with most recent – please explain any gaps in employment and complete all columns)**

Establishment at which employed	Nature of employment and Job Title	Period	Special responsibility (if applicable)	Dates of employment and reasons for leaving

**5 EDUCATION AND ACADEMIC QUALIFICATIONS**

From	To	Name of school/college/university	Qualifications/certificates state subjects and grades	Date of qualifications and awarding body

**6 OTHER PAID/UNPAID WORK EXPERIENCE (please explain any gaps in employment)**

Employer	From	To	Nature of Occupation and reasons for leaving

**7 PROFESSIONAL REFERENCES** - please mention the names and addresses of two persons willing to provide references. One reference should be from your present or most recent employer. If you are not currently working, a reference from the employer by whom you were most recently employed will be required. References will not be accepted from relatives or people writing solely in the capacity of friends.

NAME:

ADDRESS:

TEL. NO:

EMAIL:

POSITION HELD:

Please state the context in which this person is known to yourself:

NAME:

ADDRESS:

TEL. NO:

EMAIL:

POSITION HELD:

Please state the context in which this person is known to yourself:

**8. ELIGIBILITY TO WORK IN THE UK**

Are you eligible to work in the UK/EEA?

Yes

No

Do you require a work permit?

Yes

No

National Insurance number (LLNNNNNLL, L Letter, N Number)

**9. DISCLOSURE OF RELATIONSHIP**

Are you related to, or known to anyone in Shipping corporation of India

Yes  No

If yes, state the name, relationship and position held

**DECLARATION**

I certify that all information given by me on each section of this form and in supporting documents is correct to the best of my knowledge and belief, that all questions have been fully and accurately answered, and that I possess all qualifications which I claim to hold and will produce evidence of the same. I acknowledge that I have read and understood the accompanying notes to applicants attached to this application form.

I understand that my name will be withdrawn from the list of candidates if, prior to appointment, I am found knowingly to have omitted or concealed any relevant fact, and I acknowledge that such discovery subsequent to appointment is likely to lead to my dismissal without notice and, where appropriate, referral to the Concerned authorities.

NAME:

SIGNED:

DATE: