

APPLICATION FOR CONTRACTUAL ENGAGEMENT AS ACCOUNTANT

ADVERTISEMENT NOTIFICATION NO. 01/2026 DATED 19.02.2026

To,
The Ld. Chairman,
District Legal Services Authority,
Murshidabad

Affix recent
passport size
photograph
(self-attested)

1. Applicant's Name (in Block Letters) :
2. Father/Husband's Name :
3. Date of Birth :
(Enclose self-attested document)
4. Age as on 31.01.2026 :
5. Gender :
6. Nationality :
7. Voter ID/Passport No. :
8. Present Address :
9. Permanent Address :
10. Mobile Number :
11. E-mail ID (in Block Letter) :
12. Educational Qualification (Please enclose self-attested copies of documents):

Examination Passed	Board/University	Year	Percentage/Class	Subjects

13. Experience Details (Minimum 3 Years in Core Accounting Work)

(Enclosed self-attested copies of documents)

Name of Organization	Post held	Period (From-To)	Nature of Accounting Work	Software Used	Duration

14. COMPUTER PROFICIENCY (Enclosed self-attested copies of documents)

Tick as applicable:

Tally Prime

PFMS

MS Excel

Other (Specify): _____

Certificate attached: Yes / No

15. DECLARATION:

I do hereby declare that I am a citizen of India and that the information furnished above is true and correct to the best of my knowledge and belief. I am physically and mentally fit to perform the duties of the post. I further declare that I am not involved in any criminal proceeding and undertake to submit a notarized affidavit to this effect.

I understand that the engagement is purely contractual in nature and does not confer any right for regularisation or absorption in any regular post under the District Legal Services Authority, State Legal Services Authority or any department of the Government. In case any information provided by me is found to be false or incorrect, my candidature/engagement shall be liable to be cancelled/terminated at any stage.

Place: _____

Signature of the Applicant: _____

Date: _____

Name of the Applicant: _____

16. CHECKLIST OF DOCUMENTS TO BE ATTACHED (Tick as applicable)

- Age proof certificate
- B.Com mark sheets & certificates
- M.Com / CA (Inter) / ICWA certificates (if any)
- Experience certificates (minimum 3 years)
- Computer proficiency certificates (Tally/PFMS/Excel)
- Voter ID / Passport (identity proof)
- Notarized affidavit regarding non-involvement in criminal proceeding
- Self-attested photocopies attached as mentioned in the application form

Signature of the Applicant: _____