

# National Medicines Regulatory Authority

## Application for the Post of MANAGEMENT ASSISTANT

**1) Personal Details :**

- 1.1 Name in full :  
 1.2 Name with initials :  
 1.3 Sex :  
 1.4 Date of Birth :  
 1.5 Age : ..... Years : ..... Months : ..... Days : .....  
 1.6 National Identity Card No.  
 1.7 Telephone No. Fixed : ..... Mobile : .....  
 1.8 Email Address :  
 1.9 Address :  
 1.10 Residing District :

2) Medium sitting for the Examination:

3) **Educational qualifications :** (mention from the highest qualification downwards)

S/No.	Qualification	University / Institute	Date of Completion / Validity Date	Subjects / Passes
01				
02				

4) **Professional Qualifications :**

S/No.	Qualification	University / Institute	Date of Completion / Validity Date	Subjects / Passes
01				
02				

5) **Experience (State in Order from the presently holding post)**

S/No.	Post	Institution	Period
01			
02			

6) Names, Telephone Numbers and Addresses of 02 Non-related referees to obtain information relevant to the applicant:

7) Certification of the Applicant:

I do hereby certify that the information stated above by me is true and accurate to the best of my knowledge.

Date : .....

.....  
Signature of Applicant)

8) Attestation of the Head of Institution if the applicant is walking or Government, Semi Government Institutions:

This applicant, Mr. / Mrs. / Ms. .... is working in this institution as a .....  
 ..... on Permanent / Temporary / Casual basis and if selected for this post, he / she can be / cannot be released from the present post

.....  
Signature of Head of Institution  
(official seal)

**N.B.**

**Applications should be filled only as per the specimen stated above** and copies of certificates in proof of your educational and professional qualifications should be attached with the application. Applications not completed as per the above specimen, incomplete applications, applications not attached with the payment receipt or applications not fulfilling the qualifications on the specific dates will be rejected.