

PRACTICAL EXPERIENCE CERTIFICATE

1. Name of Candidate (as per S.S.L.C. Book) ...
2. Month and year of passing the Examination (S.S.L.C.) ...
3. Name of Firm / Company / Workshop and Address / presently working Firm with Regd. No. SSI / Factory Act / Labour Act / Company Act (with the date of Registration) ...
[Xerox copy of Registration as evidence should be enclosed]
4. Post held and scale of pay ...
5. Field experience (Civil, Mechanical, Electrical, Electronics) ...
6. Nature of work done ...
7. Date of joining and confirmation in the present service ...
8. Employment/Service particulars ...

Note: Details should be furnished in the order of his / her service in various establishments.

| Sl. No. | Name of Establishment | Date of commencement of service | Date of discontinuation of service | Total regular service as on 01-08-2025 Y M D | Designation held and nature of work |
|---------|-----------------------|---------------------------------|------------------------------------|---|-------------------------------------|
| (1) | (2) | (3) | (4) | (5) | (6) |
| | | | | | |

Note: Enclose Xerox copies of Employment Certificates in various establishments in support of your statement made above.

Signature of the Candidate

Note :

1. Under Col. (6) of 8th item give details of the designation held under each establishment and the nature of work done by you to each case briefly.
2. Period spent as apprentice / trainee will not be taken into account for computing the total period of service / experience.
3. Service as part-time worker, Daily Wages, NMR or Work charged Establishment, Apprentice Helper, Service in a Wiring Contractor / Building Contractor / Contract / Welding Shop / Lathe Shop, Electrical Shop etc, will not be counted as experience.

4. The candidate should be working in the respective Engineering Field as on date of application 01-08-2020 as full time employee and shop means a workshop registered under Labour Act / Factory Act / SSI which include technical educational Institutions and ITI (Recognized) "Experience will be computed only from the date of registration of the firm in SSI and Date of Registration should be specified".
5. Probation period in Government Department will be counted as experience. Probation period in private concerns can be counted if nature of work, along with pay details are given.

CERTIFICATE BY THE PRESENT EMPLOYER

Thiru / Ms.....Son / Daughter of.....
is a permanent employee of this firm / department. He / She is working at present as.....
from.....as a regular / permanent employee. He / She has been under the
service of this firm from.....under various capacities as per details below on a permanent / regular
basis and in normal course shall continue to hold such employment at the place of duty throughout the
period of his / her Part-time course. This organization / department has no objection to permit the candidate to do
Part-time Diploma Course.

Scale of pay of the post ...

His / Her present pay ...

His / Her conduct and character are ...

Details of service under various capacities (Furnish
period of service in each category) ...

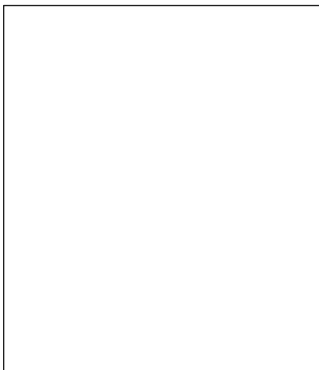
Date :

Office Seal :

Signature of the Present Employer

Name of Concern / Department (with seal)

Passport size photo, to be
attested by the employer



Note : (1) The employment certificate should be issued with reference to the records etc. of the Employer / Department.

(2) The certificate is subject to verification. If it is found to be false on verification, through proper authorities, appropriate criminal action (under IPC 420 etc.) against the person responsible who has issued the certificate will be taken in addition to removal of the candidate from rolls.