

EXPERIENCE CERTIFICATE

Name of the firm :
(Company /Corporation/Government Department
/Co-operative institution etc)

Register Number :
(SSI Registration or any other Registration Number)

Date of Registration :

Registration Issuing Authority :

This is to certify that Sri.....
.....(Name and address of the Candidate) has worked/has been working in this
institution as..... (Here enter the name of post holding or
held or the nature of assignment viz casual labour/paid/unpaid apprentice/ regular worker or any other
capacity holding or held in the institution) on Rs.....per day/per mensem for the period
of.....years.....months.....days from.....to.....

Place
Date: (Office Seal)

Dated Signature

Name & Designation of
the Issuing Authority
with name of the
Institution.

CERTIFICATE

Certified that Sri..... mentioned in the above experience
certificate has actually worked/is working as..... (Specify nature of employment)
in the above institution during the period mentioned therein as per the entry in the
Register (Name of the Register to be specified) maintained by the employer as per the provisions of the
.....Act. (Name of Act/Rules to be specified).

Also certified that I am the authorized person to inspect the Registers kept by the Employer as per
the provisions of the Act/Rules of the State/Central Government.

Place:
Date : (Office Seal)

Signature with Date
Name of the Attesting Officer with
Designation and Name of Office.

(The Experience Certificate and the Certificate of Countersigning Authority should be in a single page).

Note:

1. The Experience should be acquired after obtaining the academic or other basic Qualifications.
2. The veracity of the Experience Certificate will be subjected to scrutiny and action will be taken against those who issue or produce bogus certificate. The Experience Certificate should be countersigned by an Authorized Officer of the State/Central Government.
3. For further details regarding experience, please see Para 20 of Part II of the General Conditions.