

Format of Service Certificate to be produced for recruitment by transfer as Clerk
(Cat No. 504/2023)

1. Name of the Candidate :
2. Name of post held by the applicant with scale of pay and the pay now drawn by the applicant :
3. Name of the Department :
4. Name of the subordinate service to which the applicant belongs :
5. Date of commencement of probation and date of completion of probation in the above subordinate service. :
- State whether an approved probationer or full member of the service. :

Certified that the above details in respect of Shri/Smt
..... who is an approved probationer/full member of the Subordinate services, have been verified by me with the service particulars of the candidate and that they are found correct. He/She is eligible to apply for the post of Clerk in Various Departments as per Rule 2(13) of the KS & SSR 1958.

Signature of Head of the Office
with the name and designation

Place:

Date :

(Office Seal