

**FORM OF NOTIFICATION OF VACANCIES OF EMPLOYMENT
EXCHANGES UNDER RULE(4) OF THE RULES FRAMED UNDER
SECTION (10) OF THE EMPLOYMENT EXCHANGE
(COMPULSORY NOTIFICATION OF VACANCIES ACT, 1959)**

1. NAME AND ADDRESS FO EMPLOYER :
2. TELEPHONE NO, OF THE EMPLOYER :
3. NATURE OF VACANCIES :
 - a) Type of worker required (Designation) :
 - b) Description of duties :
 - c) Qualification required
 - (i) Essential :
 - (ii)Desirable :
 - d) Age limits, if any :
 - e) Whether woman are eligible :
4. NO. OF VACANCIES :
 - a) Regular/Trainees :
 - b) Temporary :
5. PAY AND ALLOWANCES :
6. PROBABLE DEETE BY WHICH THE
VACANCY WILL BE FILLED :
7. PLACE OF WORK (NAME OF THE
TOWN / VILLAGE & DIST IN WHICH
IT IS SITUATED) :
8. PARTICULARS REG. INTER VIEW/
TEST OF APPLICANTS :
 - a) Date of Interview / test :
 - b) Time if Interview/ test :
 - c) Place of Interview / test :
 - d) Designation & Address of the person
To whom applicants should report :

9. Whether there is any obligation or Arrangement for fixing the any category Such as SC/ST/Ex-serviceman and Physically handicapped, if so the no, of Posts to be. :

10. Any other relevant information :

Date:

Signature of Employer