

## **How to Apply**

(i) The candidates applying for the said post should go through detailed advertisement before applying to the post and ensure that they fulfill the eligibility criteria as laid down in the advertisement for that post. Concealing of information or furnishing false information will lead to rejection of the candidature at any stage of the recruitment. The NWDA reserves the right to reject any application without assigning any reason whatsoever.

(ii) Candidates are advised to visit NWDA website (<http://www.nwda.gov.in/> or <https://nwda.cbtxam.in> ) and their registered E-mail ID from time-to-time for getting latest information regarding recruitment process.

(iii) Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection. Candidates are required to verify their eligibility before paying the examination fee.

(iv) Candidates should have valid personal E-mail ID. It should be kept active during the period of this recruitment process. The candidates are requested to check regularly their E-mail/NWDA's website for any communication from NWDA.

(v) Before registering / submitting applications on the website, the candidate must possess the following:

a. Valid E-mail id: The E-mail ID entered in the online application form should remain active until the recruitment process is completed. No change in E-mail ID will be allowed once registered. All correspondence regarding this recruitment shall be made on the registered E-mail ID including Admit card for On-line examination and Call Letter for Documents verification, if shortlisted.

b. Scanned copy of latest passport size coloured photograph (not more than 03 months old) and scanned signature in digital format for uploading in the application.

c. All relevant documents/details relating to eligibility criteria viz Educational Qualification, Caste Certificate [SC/ST/OBC(NCL)], 10<sup>th</sup> Certificate/Birth Certificate, GATE 2020/2021 Score Card

d. A facility to take print out of the Registration form.

### **Registration to be completed in 4 steps:**

Visit NWDA website (<http://www.nwda.gov.in/> or <https://nwda.cbtxam.in> )

**Step 1: Enter Basic Details & Upload Photo, Signature, Birth Certificate/10th Certificate, EWS Certificate, Caste Certificate(OBC/SC/ST), GATE Score Card (2020/2021)**

**scanned Images(.jpeg less than 100KB).**

**Step 2: Enter Education Details/Work Experience**

**Step 3: Application Preview or Modify**

**Step 4: Payment Online Mode** (via credit card, Debit card, net banking, UPI etc.)

An Application Processing Fee of Rs.840/- (Rupees Eight Hundred and Forty only) for General & OBC category and Rs.500/- (Rupees Five Hundred only) for SC, EWS category and Women candidate is payable through payment gateway.