

Application format for the post of _____

Passport
size
Photograph

1. Name and address in Block letters:
2. Email, Mobile, Fax:
3. Date of Birth (in Christian era):
4. Date of retirement under Central/State Government Rules:
5. Educational Qualification:

S. No.	Degree	Division/Grade and % of marks	Year of Passing Degree	Duration of the Degree course etc.	University	Subjects*	Subject of specialization** (Master and Ph. D)

6. Please state clearly whether in the light of entries made by you above, you meet the requirement if the post: **YES/NO**
7. Details of the employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Name of the post	Employer /Organization	From	To	Scale of pay and its Level/ classification	Nature of Appointment [#]	Whether appointment through UPSC, State, PSC or otherwise	Nature of Duty performed (in Brief)

8. Nature of present employment i.e. adhoc or temporary or quasi-permanent or permanent.
9. In case the present employment is held on deputation/contract basis, please state:
 - a) The date of initial appointment
 - b) Period of appointment on deputation/contract:
 - c) Name of the parent office/Organization to which you belong:
10. Additional details about present employment. Please state whether working under:
 - a) Central Government
 - b) State Government
 - c) Public Sector Undertaking
 - d) Commercial Organization
11. Please state whether you are working in the same Department and are in the feeder grade:
12. Total emolument per month now being drawn:
13. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if insufficient.
14. Whether belongs to SC/ST/OBC:
15. Additional information, if any:

Note: * Enclose transcripts/mark sheet of each year

** (1) Enclose transcripts showing thesis/dissertation titles and specialization subject

(2) Enclose certified copy of abstract of thesis/ dissertation in Masters and Ph. D Degree

[#] Enclose certificate from Head of the Organization regarding period of appointment and experience in the position held

Signature of the candidate

Certificate to be furnished by the Employer/Head of the Office/Forwarding Authority

Certified that the particulars furnished by Shri/Smt./Kum. _____ are correct and he/she possess the required educational qualifications and experience as given in the Advertisement.

Also Certified that:

- a) There is no vigilance case pending/Contemplated against him/her.
- b) His/her complete ACR dossier/ACR dossier/ACRs for the last 5 year duly attested (on each page by an officer not below the rank of Under Secretary to the Govt. of India) are enclosed.
- c) His/her integrity is beyond doubt.
- d) No minor/major penalties have been imposed on him/her during the last 10 years.

OR

A statement of minor/major penalties imposed during the last 10 years is enclosed.

Date:

Place:

Signature _____
Name & Designation _____
With Seal _____