GOVERNMENT OF INDIA
Ministry of Communications
Department of Telecommunications
The Office of the Principal Controller of Communication Accounts
Tamil Nadu Circle, Chennai – 600028

ISO 9001:2015

ANNEXURE-II

APPLICATION FOR THE POST OF _____

Photograph

1.	NAME	:	
2.	DATE OF BIRTH	:	
3.	EDUCATIONAL QUALIFICATIONS	:	
4.	COMPUTER KNOWLEDGE	:	
5.	WHETHER BELONGS TO SC/ST	:	
6.	DATE OF ENTRY INTO GOVT. SERVICE	:	
7.	POST HELD AT PRESENT	:	
8.	DATE FROM WHICH PRESENT POST IS HELD	:	
9.	NATURE OF APPOINTMENT IN THE PRESENT POST (WHETHER REGULAR/ AD-HOC)	:	
10.	BASIC PAY INDICATING LEVEL AS PER 7TH CPC	:	
11. (a)	WHETHER PAY DRAWN MENTIONED IN COL.10 IS ON REGULAR/ADHOC/MACP BASIS	:	
(b)	IF MACP GRANTED, MENTION MACP SCALE OF PAY	:	
12.	NATURE OF DUTIES PERFORMED IN BRIEF	:	
13.	WHETHER SERVED EARLIER IN THE DEPTT. OF TELECOM ON DEPUTATION BASIS AND IF YES, THE PERIOD OF DEPUTATION AND NAME OF CIRCLE/ STATION WHERE SERVED	:	
14.	REMARKS	:	

SIGNATURE OF THE APPLICANT

PLACE:
DATE:

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ANNEXURE-III

CERTIFICATE TO BE GIVEN BY THE CONTROLLING OFFICER

1. Certified that the particulars given by the applicant are true and have been verified from the office record.

2. The applicant, if selected, will be relieved immediately.

3. Up to date APARs for the last three years are enclosed.

4. It is certified that no vigilance case is pending or contemplated against the official. There is nothing against the candidate which makes the official ineligible for consideration for appointment to the post applied for.

5. No Major/Minor penalty is in force or current against the official.

6. It is certified that the integrity of the official is beyond doubt.

Signature of the Head of the Office/
Department with official seal

Date: