

APPLICATION FOR THE POST OF ASSISTANT ADVISOR (OPERATION CENTRE) BY DEPUTATION

**Bio-Data Proforma**

1. Name in Block letters : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Date of Birth (in Christian era) : \_\_\_\_\_
4. Age on closing date of receipt of application in India : \_\_\_\_\_
5. Educational Qualification : \_\_\_\_\_

6. Whether Educational and other Qualifications required for the post are Satisfied (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same)

Qualifications/ Experience required	Qualifications/Experience possessed by the applicants
Essential (1)	
(2)	
(3)	
Desired (1)	
(2)	

(Add additional sheet if necessary)

7. Please state clearly whether in the light Of entries made by you above, you meet the requirements of the post : \_\_\_\_\_

8. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Office/instt./ Orgn	Post held	From	To	Scale of Pay and basic pay	Nature of duties

9. Nature of present employment, i.e., ad hoc or temporary or permanent: \_\_\_\_\_

10. In case of the present employment is held on regular/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: \_\_\_\_\_

11. Additional details about present employment: \_\_\_\_\_

Please state whether working under:-

(a) Central Government \_\_\_\_\_

(b) State Government \_\_\_\_\_

(c) Autonomous organizations \_\_\_\_\_

(d) Government Undertakings \_\_\_\_\_

(b) Universities \_\_\_\_\_

12. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale: \_\_\_\_\_

13. Total emoluments as per month now drawn : \_\_\_\_\_

14. Additional information, if any, which you would like to mention in support to your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular/Advertisement) (Note: a separate sheet, if the space is insufficient) \_\_\_\_\_

15. Whether belongs to UR/ OBC/SC/ST/PH: \_\_\_\_\_

**DECLARATION**

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate

Date : \_\_\_\_\_

Address \_\_\_\_\_

Tel./Mobile No: \_\_\_\_\_

E.mail ID: \_\_\_\_\_

**Note: Persons employed in Government organizations or otherwise should forward their application through proper channel i.e. employer. Separate application for each post may be submitted**