

Annexure II

**Proforma for submitting application for the post of Executive Director (ED) in NYKS**

1. Name and address (in block letters):  
and the service to which belong –
2. Date of Birth:
3. Date of retirement under Central Govt. Rules
4. Educational qualifications:
5. Experience possessed in: -

Field of experience	Nature of duties	Period of Experience	Organisation in which the relevant experience was gained

- a) Administrative
  - b) Vigilance
  - c) Establishment
  - d) Financial matters
  - e) Youth and Social Work
6. Please indicate the following particulars of the present post held
- a) Present post held with date
  - b) Whether regular / Adhoc
  - c) Scale of pay
  - d) Present basic pay
7. Position held

S.No.	Name of office/organisation where employed	Post held	From	To	Pay scale
(1)	(2)	(3)	(4)	(5)	(6)

*Hemish  
14.6.2015*

8. Additional information, if any, which you would like to mention in support of your application for the post

(Signature of the candidate)

Telephone/Mobile Number

Address –

Date –

To be filled by the forwarding authority

1. Certified that the particulars furnished by the applicant have been checked from available records and found correct.
2. Certified that no disciplinary proceedings are either pending or contemplated against the officer.
3. List of punishment awarded, if any, during the last 10 years attached.
4. Integrity certificate is attached.
5. CR Dossier attached or Photocopies of up-to-date CR dossiers of the officer for the last five years, duly attested, attached.
6. Certificate to the effect in the event of selection, he will be relieved of his duties immediately.

Signature

Name & designation of the forwarding officer with seal and Telephone No.

*Handled  
14.6.2013*