

BIO-DATA

1. Name and Address (in Block letters) :
(alongwith contact No.)
2. Date of Birth (in Christian era) :
3. Date of retirement under :
Central Govt. rules
4. Educational Qualifications :
5. Post & Place for which applied :Post: Place:
6. Date of publication of Advt. in the
Employment News
7. Whether Educational & 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 applicant
Essential	(a)	
	(b)	
Desirable	(a)	
	(b)	

8. Please state clearly whether in the light of :
entries made by you above, you meet the
requirement of the post.
9. 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	Pay Level & Cell in the pay matrix/Pay Band & Grade Pay (pre-revised)	Nature of duties

10. Nature of present employment i.e. Ad-hoc or :
temporary or quasi-permanent or permanent

11. 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 :
 - (c) Name of the parent office/Organisation to which you belong :
12. Additional details about present employment. Please state whether working under :-
- (a) Central Government :
 - (b) State Government :
 - (c) Autonomous Organisation :
 - (d) Govt. undertaking :
 - (e) Universities :
13. Are you in revised Pay Level? :
If yes, give the date from which revision took place and also indicate the pre-revised Pay Band and Grade pay
14. Total emoluments per month now drawn. :
15. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient. :
16. Whether belongs to SC/ST/OBC : :
17. Remarks :

Dated :

Signature of the candidate