

**Proforma**

- 1. Post applied for :
- 2. Name and Address in Block letters :
- 3. Date of Birth :
- 4. Category (SC/ST/OBC/General) :
- 5. Educational Qualifications :

Sl No	Educational Qualification Possessed by the candidate	Year of Passing	Percentage/class/Division

- 6. Details of employment in chronological order (Please enclose a separate sheet duly authenticated by your signature, if space below is insufficient)

Ministry/ Department	Post Held	From	To	Scale of Pay & Basic Pay	Nature of duties

- 7. Nature of present employment, i.e. ad-hoc or temporary or quasi-permanent or permanent.
- 8. 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 belongs:

9. Additional details about present employment. Please state whether working under;
- a. Central Government:
  - b. State Government:
  - c. Autonomous/Undertaking:
  - d. Universities
  - e. Others (Please indicate):
10. Total emoluments per month now drawn
11. Additional information, if any which you would like to mention in support of your suitability for the post.
12. Whether documents pertaining to education, age, experience etc have been attached.

Signature of the candidate.....

Address for communication.....

Service particulars given by the applicant are verified with reference to service records and found to be correct

- i) It is certified that no vigilance case is either pending or being contemplated against the officer.
- ii) It is certified that no major/minor penalty has been imposed on the officer during the last 10 years
- iii) It is certified that the integrity of the officer is beyond doubt.

Signature of the Competent Authority with seal