

3. It may be confirmed that in the event of selection, the officers concerned will be relieved of their duties.

4. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Regional Recruitment Officer

ANNEXURE-I

PROFORMA

1.	Full Name (In Block Letters) and Address for Communication	:	
2.	Date of Birth (in Christian era)	:	
3.	Date of Recruitment under the Central Govt. Rules	:	
4.	Education Qualification	:	
5.	Present Post held & date from which held	:	
6.	Post for which applied	:	
7.	Whether Education experience 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)		
	Qualification/Experience required		Qualification/Experience possessed by the applicant
	Essential		
	Desirable		
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.		
	Officer/Instt/Orgn	Post held	From To
			Grade Pay & Pay Band
			Brief Nature of duty
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/contract	:	
	(c) Name of the parent office/organization to which you belong	:	
12.	Additional details about present employment	:	
	(a) central government	:	
	(b) State government	:	
	(c) Autonomous organization	:	
	(d) Government Undertakings	:	
	(e) Universities	:	
13.	Are you in revise scale of pay? if yes, give the date from which the revision took place and also indicate the pre-revised scale	:	
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 OBC/SC/ST	:	
17.	Remarks	:	

Signature of the Candidate

(To be filled by the Head of Office)

1. Certified that the particulars given above are true and have been verified from the office records.
2. The applicant, if selected, will be relieved immediately.
3. The ACR/APAR for the last 05 years duly attested (if photo copy) of the applicant is enclosed.
4. It is certified that no vigilance case is pending or contemplated against Shri/Smt/Kum..... and his/her integrity is certified.
5. It is also certified that no major/minor penalty was imposed on Shri/Smt/Kum.....during the past 10 years.

Signature

Name & Designation of Head of Office/ Controlling Officer

Full Address of Office for sending communication

Telephone No.....