

**APPLICATION PROFORMA FOR THE POST OF  
SCIENTIST - E  
PART – A  
(Application preferably typed)**

|               |  |                        |                         |                           |                      |
|---------------|--|------------------------|-------------------------|---------------------------|----------------------|
| 1.            | Post applied for on deputation basis or short term contract basis (please indicate specifically)                     |                        |                         |                           |                      |
| 2.            | Name of Applicant (in Block Letters)   |                        |                         |                           |                      |
| 3.            | Address in Block Letters   |                        |                         |                           |                      |
| 4.            | Contact No.  |                        |                         |                           |                      |
| 5.            | E-Mail including alternative e-mail (if any)   |                        |                         |                           |                      |
| 6.            | Category(Gen/SC/ST/OBC)  |                        |                         |                           |                      |
| 7.            | Date of Birth  |                        |                         |                           |                      |
| 8.            | Date of Retirement under Central Government Rules  |                        |                         |                           |                      |
| 9.            | Educational Qualification (in case of insufficient space, please attach separate sheet duly signed by the applicant) |                        |                         |                           |                      |
| <b>S. No.</b> | <b>Exam passed</b>   | <b>Year of Passing</b> | <b>Subjects offered</b> | <b>Board / University</b> | <b>%age of marks</b> |
|               |  |                        |                         |                           |                      |
|               |  |                        |                         |                           |                      |
|               |  |                        |                         |                           |                      |
|               |  |                        |                         |                           |                      |

10. Details of Employment in Chronological Order (in case of insufficient space, please attach separate sheet duly signed by the applicant.)

| Office/Institution/<br>Organisation | Post Held | From | To | Scale of Pay/Pay Band<br>& Grade Pay and basic<br>pay. (in CDA/IDA<br>Pattern) | Nature of Duties |
|-------------------------------------|-----------|------|----|--|------------------|
|                                     |           |      |    |  |                  |
|                                     |           |      |    |  |                  |
|                                     |           |      |    |  |                  |

11. 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)

| Qualification /Experience Required   | Qualifications / Experience possessed by the applicant |
|--|--|
| <p>Officers of the Central /State Government/PSUs/ Autonomous Bodies</p> <p>(i) Holding analogous post on regular basis or</p> <p>(ii) having 5 years of regular service in the Pay level 12 (Rs 78800-209200) and possessing</p> <p>(i) PhD in Chemical / Biological /Pharmaceutical Sciences in relevant fields from a UGC/AICTE recognised University / Institute.</p> <p>(ii) Ten years post doctorate experience in research &amp; development and /or scientific activities in relevant are of drug analysis out of which two years in a responsible capacity in scientific administration, planning / designing and execution/ managing / directing the scientific research and technological programs and matters connected thereto.</p> |  |

|  |  |
|--|--|
| <p><b>Desirable :</b></p> <p><b>(i)</b> Experience in research &amp; development in the field of drug analysis /sports dope testing;</p> <p><b>(ii)</b> Experience in quality management system as per ISO/IEC: 17025 and quality assurance processes.</p> <p><b>(iii)</b> Research work of a high standard evidenced through publication in journals of repute.</p> <p><b>(iv)</b> Knowledge of drug metabolism and pharmacokinetics.</p> |  |
| <p><b>12.</b> Nature of present employment, i.e. Adhoc or Temporary or Regular</p>   |  |
| <p><b>13.</b> In case the present employment is held on Deputation/ Contract basis, please state: -</p> <p><b>a.</b> The date of initial appointment on Deputation/contract</p> <p><b>b.</b> Period of appointment on Deputation/ Contract</p> <p><b>c.</b> Name and address of the parent Office/ Organisation to which applicant belongs</p>   |  |
| <p>14. Additional details about present employment. Please state whether working under:-</p> <p><b>(a)</b> Central Government/State Government</p> <p><b>(b)</b> Autonomous Body PSU/Statutory Body/University</p>   |  |
| <p><b>15.</b> Gross monthly emoluments drawn with grade pay (Please provide details thereof) (Also specify whether CDA pattern or ID pattern or grade pay equivalent to CDA pattern)</p>   |  |
| <p><b>16.</b> Additional information, if any, which you would like to mention in support of your suitability to the post. This is among other things may provide information with regard to –</p> <p>(i) Additional academic qualification</p>   |  |

|   |  |
|---|--|
| (ii) Professional Training<br>(iii) Work experience over and above prescribed in the advertisement (Please use separate sheet in case space is insufficient). |  |
|---|--|

**DECLARATION : I have read the terms and conditions of appointment and certify that the above information is true to the best of my knowledge and belief. Further, I am liable to be disqualified even after my appointment at NDTL, in case, any information given above is found to incorrect/ incomplete or false/ forged.**

**Place & Date:**

**(Signature of the applicant)**

**PART – B**  
**FOR THE USE OF CADRE CONTROLLING AUTHORITY / DEPARTMENT ONLY**

|                  |   |  |
|------------------|---|--|
| <b>1.</b>        | Whether the officer meets eligibility requirement as on the closing date of application   |  |
| <b>2.(a) (i)</b> | Whether any vigilance case is pending or contemplated against the Officer   |  |
| <b>(ii)</b>      | If Yes, please give details   |  |
| <b>(b). i</b>    | Whether any major/ minor penalty has been imposed on the proposed Officer during the last ten years   |  |
| <b>ii</b>        | If yes, please give details   |  |
| <b>iii</b>       | Indicate whether any penalty is in operation as on date.  |  |
| <b>(c)</b>       | Whether officer is presently working in parent cadre or deputation or another ex-cadre post date from which deputation or another ex-cadre post and the remaining tenure of his/her cadre clearance.<br><br>Whether cadre clearance for the Officer by the Competent Authority has been granted as required for the post. |  |
| <b>(d)</b>       | Whether IPR for the year ending 2024 submitted within prescribed time.  |  |

**It is certified that the information/ entries furnished by the Officer has been verified from the service records.**

**Date:**

**Place:**

**Signature of the Forwarding Authority**  
**(with stamp)**

**PART – C**  
**CHECK-LIST OF DOCUMENTS TO BE ATTACHED**

**(Please tick)**

|          |   |  |
|----------|---|--|
| <b>1</b> | Application in prescribed format duly forwarded by the sponsoring authority   |  |
| <b>2</b> | Complete and up to date APAR for the last five years from 2020-21 onwards or attested photocopy thereof   |  |
| <b>3</b> | If APAR has not been written for a particular year or a part (more than three months) of a year, a No Report Certificate (NRC) for that period to be attached along with APARs of the previous years(s) |  |
| <b>4</b> | Vigilance Clearance Certificate   |  |
| <b>5</b> | Integrity Certificate   |  |
| <b>6</b> | Major/Minor penalty Statement   |  |
| <b>7</b> | Cadre clearance from cadre controlling/ appointing authority  |  |

**Date :**

**Place:**

**Signature of the Forwarding Authority**  
**(with stamp)**