

CURRICULUM VITAE PERFORMA FOR THE POST OF: (select applicable)

- **National Project Manager**
- **Senior Sector Expert – Building energy efficiency**
- **Senior Sector Expert – Low-carbon comfort systems**
- **Finance Assistant**

1.	Name and Address (in Block Letters) Mobile No. Email ID.	
2.	Date of Birth (in Christian era)	
3.	Educational and other qualifications	(1) (2) (3)
4.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post	
5.	Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.	
	Office/Institution	Post held
	From	To
	Scale of pay and Basic Pay	Nature of duties (in details)
6.	Nature of present employment i.e. Ad-hoc or temporary or Quasi-Permanent or Permanent	
7.	Additional details about present employment Please state whether working under: (indicate the name of your employer against the relevant column) a. Central Government b. State Government c. Autonomous organisation d. Government undertaking e. Universities f. Others	
8.	Total emoluments per month now drawn	
9.	Additional information, if any, which you would like to mention in support of your suitability for the post (This among other things may provide information with regard to i. Additional academic qualification ii. Professional training and	

	iii. Work experience over and above prescribed in the vacancy circular/ advertisement) (Note: Enclose a separate sheet, if the space is insufficient)	
10.	Remarks (The candidate may indicate information with regard to i. Research publications and reports and special projects ii. Wards/ scholarship/ official appreciation iii. Affiliation with the professional bodies/ institutions/ societies and iv. Any other information (Note: Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular/ advertisement, and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date _____

Signature of the candidate

Address _____

Ph. No. _____

E-mail: _____

References:

1)

2)

*Strike whichever is not applicable