

BIO DATA PROFORMA

ANNEXURE-II

S.No.	Particulars	Details				
1	Name and Address in Block letters					
2	Date of Birth (in Christian era)					
3	Category (General / SC / ST / OBC)					
4	Date of retirement under Central / State Govt. Rules					
5	Educational Qualifications					
6	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.					
7	Essential	Qualification / Experience required	Qualification / Experience possessed by the officer			
		1..... 2.....				
8	Desired	Qualification / Experience required	Qualification / Experience possessed by the officer			
		1..... 2.....				
9	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post if so, justify the same.					
10	Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.					
	Office / Instt / Org.	Post held	From	To	Scale of Pay and basic pay	Nature of duties
11	Nature of present employment i.e. Ad-hoc or temporary or quasi permanent or permanent					
12	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.				

13	Additional details about present employment	Please State whether working under	
		Central Government	
		State Government	
		Public Sector Undertakings	
		Union Territories	
		Semi-Government / Statutory	
		Autonomous Organization	
		Municipal and officers of the Government recognized University	
		Research Centers	
14	Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
15	Total emoluments	Pay Level	
		Present Pay	
		Total emoluments per month now drawn	
16	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.		
17	Remarks		

Signature of the Candidate

Date :

Address

Particulars mentioned above have been verified from the records and found correct. It is certified that no disciplinary proceedings, vigilance enquiry, Court Case is either pending or contemplated against the officer and that his integrity is certified. The aforesaid officer will be relieved to join CISF in the event of his selection.

Signature of Competent Authority
with office seal

Date :

Place:

ANNEXURE - III

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER HEAD OF OFFICE /
FORWARDING AUTHORITY**

1. : Certified that the particulars furnished by Shri / Smt. / Kum. _____
_____ are correct and he / she possess educational qualifications
and experience mentioned in Annexure-II above.
2. : It is also certified that there is no vigilance / disciplinary case either pending
or being contemplated against him / her.
3. : His / her integrity is certified.
4. : No major or minor penalty was imposed on Shri / Smt. / Kum. _____
_____ during the last 10 years.
5. : No court case was filed by the officer or pending against him / her.
6. : Copies of APARs for the last 5 years up to 2024-2025 duly attested (with
rubber stamp) on each page by an officer not below the rank of Under
Secretary to the Government of India or equivalent is enclosed.

Place :

Signature

Name

Date :

Designation

& Telephone No.

DUTIES OF ASSISTANT COMMANDANT / FIRE

He will discharge his duties as In-charge of Fire wing if the wing of the Unit is headed by AC (Fire) and will assist his seniors in day to day functioning pertaining to fire fighting operation, fire prevention measures. He will perform all other duties as may be assigned to him from time to time by his superiors.

AT CISF HEAD QUARTERS

Assistant Commandant (Fire) posted at CISF HQrs., will assist AIG (Fire) in discharge of his duties and as assigned to him by his superiors.
