BIO-DATA PROFORMA

(Application for the post of PO(LS) in the Dte of P&C, DDP, MoD)

1. Name & address in Block letters :

2. Date of Birth (in Christian era) :

3. Date of retirement under Central/ State Govt rules :

4. Educational Qualifications Possessed by the officer :

5. Details of desirable qualifications Possessed (as mentioned in Para 3 of the circular) :

6. Brief description of experience relevant to the post (maximum in 100 words) :

7. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

Office/Instt/ Organisation /Station (a)	Post Held (b)	From (c)	To (d)	Pay Level and basic Pay (e)	Nature of duties (f)

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8. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post. (For Applicant of PSU - submit supporting documents regarding holding analogous post in his/her parent cadre). :

9. Nature of present employment i.e Ad-hoc or temporary or quasi-permanent or permanent. :

10. 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/ organisation to which you belong.

11. Additional Details about Present employment. Please state whether working under (please mention details of Cadre Controlling Authority):-

    (a) Central Government

    (b) State Government

    (c) Autonomous organization

    (d) Government Undertaking

    (e) University

12. Are you in revised scale of pay ? If yes, give the date from which the revision took place and also indicate the pre-revised pay drawn:

13. Total emoluments per month now drawn:

14. 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.

15. Whether belong to SC/ST:

16. Remarks.

Dated: ----------

Signature of the Candidate

Present Place of Posting----------

Office Address ----------

Communication Address ----------

E-Mail ----------

Mob No ----------

Landline Number ----------

INTEGRITY CERTIFICATE & DECLARATION REGARDING PENALTY

1. This is to certify that the integrity of Mr/ Ms/ Col/ Capt(INS)/ GP Capt _____ is beyond doubt.

2. That the officer has not been imposed penalty of any kind for delinquencies relating to his/her service in the last ten years.

Or

The officer has been imposed a penalty **(nature of penalty)** for **(nature of delinquency)** during **(period).**

(COMPETENT AUTHORITY)