ANNEXURE-I

NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTD.

(A joint venture of Govt. of India and participating State Govts.)

APPLICATION FOR THE POST OF- .

(Ref. Vacancy Notice No.27/2020)

For Absorption/ Deputation

(Strike-out, which is not applicable)

A. PERSONAL DETAILS:-

1.	Applicant's Name		Affix your latest passport size photograph, duly self attested across
2.	Father's/ Husband's Name		
3.	Date of Birth		
	Age as on **15.08.2020**	……Yrs……. Months……Days	
4.	Gender		
5.	Category (UR/SC/ST/OBC/PWD)		
6.	Organisation/ Department		
7.	Employer organization status (Strike-out which are not applicable)	Central/ State Govt./ PSU/ CPSE/Autonomous Body/ Other Govt. instrumentality	
8.	Present Designation		
9.	Present Pay-Scale and Basic pay	Pay-scale-	
		Present Basic Pay-	
	Holding present pay-scale w.e.f.		
10.	Present Address		
	Permanent Address		
11.	Contact No. (with STD code)	Phone……..Mobile……	
12.	E-mail ID		
13.	AADHAR No.		

B. EDUCATION DETAILS

S.N.	Qualification	Name of Board/ Institute/ University	Year of passing	Division/ Grade/ Percentage

(Attach separate sheet, if required)

C. EXPERIENCE DETAILS: -

S.N.	Period		Desig-nation	Organisation	Place of posting	Responsibilities in brief
	From	To				

(Attach separate sheet, if required)

- Total work experience - …….. Years.
- Work experience in relevant field - …….. Years.
- Experience in Railways/ Metro Rail - …….. Years.

D. OTHER DETAILS

1.	Whether any punishment awarded in last 10 years.	Yes/ No	
	If Yes, please furnish details		
2.	Whether any disciplinary action/ inquiry is contemplated against the applicant	Yes/ No	
	If Yes, please furnish detail		
3.	Furnish Annual Performance Appraisal Report (APAR) grading (Outstanding/ Very Good/ Good/ Average/ Below average), if applicable.	2016-17	
		2017-18	
		2018-19	
		2019-20	
4.	Time required for joining, if selected		

E. REFERENCE OF TWO OFFICERS UNDER WHOM WORKING/ WORKED PREVIOUSLY-

S.N.	Name	Designation & Organisation	Mobile No. & Email
1.			
2.			

F. CONFIRMATION: I do hereby confirm that I am fulfilling the following criteria: -

S. N.	Criteria	Fulfilling (Yes/No)	Remarks (If any)
1.	Age as on **15.08.2020**		
2.	Qualification		
3.	Presently working with Govt. org./ CPSEs/ PSU/ Autonomous Body/ Govt. instrumentality		
4.	Working in the required grade/ Pay-scale/ Pay-package		
5.	Fulfilling total Experience criterion		
6.	Supporting documents attached		
7.	Seeking any relaxation		

I hereby declare that the particulars furnished above by me are true. I understand that my candidature will be cancelled, if any information is found incorrect or false at any point of time.

Date: (Signature of the candidate)

Place: Name…….

Desig…….

……..

Annexure-II

CERTIFICATE

(For deputation only)

1. Certified that the particulars furnished by Shri/Smt/Ms. ……..have been verified from his/her service record and found correct.

2. No vigilance case is either pending or contemplated against Shri/Smt/Ms. ……. His/her integrity is certified.

3. No major/minor penalty was imposed on Shri/Smt./Ms. ……during the last 10 years as per records in the Ministry/Department.

Date: Signature of Head of Office /Department

Place: (Office stamp)