

**CURICULUM VITAE PROFORMA**

POST APPLIED: JUNIOR ENGINEER

\_\_\_\_\_

OR

\_\_\_\_\_

Advt.No. \_\_\_\_\_

Date: \_\_\_\_\_

1. Name and address (in Block Letters):
2. Date of Birth (in Christian Era)
3. Date of Retirement under Central/State Government Rules
4. Address:

Present

Permanent:

5. Educational Qualification

S. No.	Exams Passed	Board/University	Year

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)

		<b>Qualification/ Experience required</b>	<b>Qualification / Experience Possessed by the Officer</b>
<b>Essential:</b>	1.		
	2.		
	3.		
<b>Desirable:</b>	1.		
	2.		

7. Please state clearly whether in the :  
light of entries made by you above,  
you meet the requirements of the post

8. 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	Period of Service			Scale of Pay and Basic Pay	Nature of duties (in details)
		From	To	Total Period		

9. Nature of present Employment :  
i.e. Ad-hoc on Temporary of 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

11. Name of the parent Office / Organization to which you Belong :

12. 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 Organization
- d. Government Undertaking
- e. Others

13. Please state whether you are working :  
In the same Department and are in the  
Feeder grade or feeder to feeder grade

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  
pay scale

15. 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. (This among other  
things may provide information with regard  
to (i) Additional Academic Qualifications;  
(ii) Professional Training; and (iii) Work  
Experience over the above prescribed in  
the Vacancy Circular / Advertisement

17. Please state whether you are applying for  
deputation (ISTC)/Absorption/Re-employment Basis.  
(Officers under Central/State Governments are only  
eligible for "Absorption". Candidates of non-Government  
Organizations are eligible only for Short Term Contract.)

18. Whether belongs to SC / ST / OBC :

19. Remarks (The candidates may indicate  
Information with regard to:

- i. Awards / Scholarship / Official Appreciation
- ii. Affiliation with the Professional bodies /Institutions / Societies and
- iii. any other information

(Note: Enclose a separate sheet if the space is insufficient.)

**Additional Information**

20. Whether the present post held is on Substantive basis or on Officiating basis or on Deputation / Short Term Contract :
21. Pay Matrix Level of the present post held :
22. If Pay Matrix Level in S No.18 is not that of the Substantive post held (i.e., on Deputation / Short Term Contract / ACP Scheme up-gradation / MACP up-gradation). Then the Substantive Pay (Pay Matrix Level) :
23. Experiences in Sports Administration/ Sports Achievement (Details if any) :
24. Experience in Finance (Details if any) :

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:

Place:

**Name and Signature of the Candidate**

**Address:**

**Email id:-**

**Mobile No.:**