

ANNEXURE-IICURRICULUM VITAE : PROFORMA

1	Name & address (in BLOCK Letters)					
2	Date of Birth (in Christian era)					
3	Date of retirement under Central/State Government Rules					
4	Educational Qualifications					
5	Whether Educational and other qualifications required for the post are satisfied. (if any qualifications has been treated as equivalent to the one prescribed in the Rules. State the authority for the same)					
			Qualifications/Experience Required		Qualifications/Experience possessed by the Officer	
	Essential	1				
2						
3						
	Desirable	a				
b						
c						
6	Please state clearly, whether in the light of entries made by you above, you meet the requirement of the post					
7	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 in Pre-revised Pay Band	Nature of duties (In details)
8	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent					
9	In case of present Employment is held on Deputation/contract basis, please state: A. The date initial appointment B. Period of appointment on deputation/contract					

	C. Name of the parent office/organization to which you belong					
10	Additional details about present employment					
	Please state whether working under (indicate the name of your employer against the relevant Coloumns)					
A	Central Govt.					
B	State Govt.					
C	Autonomous Organization					
D	Government Undertaking					
E	Universities					
F	Others					
11	Please state whether you Are working in the same department and are in the feeder grade or feeder to feeder grade.					
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 scale.					
13	Total emoluments as per month now drawn					
14	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					
15	Please state whether you are applying for Deputation (ISTC/Absorption/Re-employment Basis. (Officer under Central/State Government are only eligible for "Absorption" Candidates of non-Government Organizations are eligible for Short term Contract					
16	Whether belongs to ST/SC					

17	Remarks (The candidates may indicate information with regard to (i) Research Publications and reports and special projects (ii) Award/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.

Signature of the candidate

Address _____

Date:-

Countersigned

(Employer with Seal)