

FORMAT OF APPLICATION

(For candidates opting for deputation/Secondment/Lien from Central Govt/State Government/Public Sector Undertaking/Autonomous Bodies,etc along with online application format.

1. Advertisement dated :
2. Post applied for :
3. Name in full (Block Letters) :
4. Father's/ Spouse Name :
5. (a) DOB: (dd/mm/yyyy) :
- (b) Age on closing date :
- 6- Category** :

7. Educational / Technical Qualifications: (In chronological order from matriculation onwards).

| S.No | Name of Course/ Exams passed | University/ Institution/ Board | Duration of the Course | Year of Passing | Main subjects taken /Subject of specialization | Div./ Class & % of Marks |
|------|------------------------------------|--------------------------------------|------------------------------|--------------------|--|--------------------------------|
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(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

8. Employment Record: (Details in chronological order, starting with the first job to current employment status).

| S.No | Name & Address of Employer | Post/ Designation Please specify whether the post was held on adhoc/ regular/ permanent basis | Period | | Total period of each employment in years, months & days for the said post/ designation | Scale of Pay & grade | Nature of duties |
|------|-------------------------------------|---|--------|----|--|----------------------------|---------------------|
| | | | From | To | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

9. Total Experience in Years

10. Total Experience in years as per eligibility criteria of EESL

11. Computer skills :

12. (i) Address for correspondence: (in BLOCK LETTERS):
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.....
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Pin Code :

(ii) Office Address (in BLOCK LETTERS)
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Pin Code :

(ii) Telephone No:

(a)Office No. :

(b) Residence No:

(iii) Mobile No. :

(iv) E-mail ID

13. Permanent Address: (In BLOCK LETTERS) :
..... Pin Code.
.....

Telephone Number:

14. Any other information you may wish to add (like list of publications, Membership of earned societies, awards and recognition, etc. (in brief)) :
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15. Vigilance Status: Please indicate if : (please tick) Yes/ No

(a) Are you currently under suspension: Yes/ No

(b) A charge sheet and the disciplinary proceeding against you Yes/ No

(c) Prosecution for a criminal charge is pending against you Yes/ No

16. Details of Enclosures:

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17. DECLARATION:-

I Mr./ Mrs./ Ms. certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/ distorted. If at any time I am found to have concealed/ distorted any material information, my appointment shall be liable to be summarily terminated without notice/ compensation.

Place:

Date:

Signature of the candidate

CERTIFICATE (TO BE FORWARDED BY THE HEAD OF ORGANIZATION)

(Applicable for candidates already working in Central Govt./State Govt./Public Sector Undertakings/Autonomous Institutions)

- i. Certified that the particulars have been verified and found to be correct.
- ii. It is also certified that no disciplinary/vigilance proceedings are either pending or contemplated against the officer integrity of the officer is also certified.
- iii. The application of Mr..Mrs./ Ms.....is recommended. In case of his/her selection, the Department / organization will relieve him/ her.

Place:

Date :

Signature of
the Head of the Organization / Office
with Office Seal