

BIO-DATA PROFORMA

1. Name of the applicant (In Block Letters) :
2. Date of Birth (In Christian era) :
3. Postal Address (with telephone No. & email address) :
4. Educational Qualifications :

Sl. No.	Essential	Desirable

5. Whether belongs to SC/ST
6. Present post & Scale of pay
(including last drawn)
7. Details of Employment in chronological order.
Enclose a separate sheet duly authenticated
by your signature , if the space below is insufficient.

Office/Institution/ Organization	Post held	From	To	Scale of pay and basic pay	Nature of duties

8. Nature of present employment, i.e.
ad-hoc or temporary or permanent
9. In case the present employment is held
on deputation please state:
 - (a) The date of 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
 - (a) Central Government

- (b) State Government
- (c) Autonomous Organizations
- (d) Government undertakings
- (e) Universities

11. Are you in revised scale of pay? If yes, give the date from which revision took place and also indicate the pre-revised scale
12. 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.
13. Location for which application is being made (NGMA, Mumbai or NGMA, Bengaluru)
14. Remarks, if any

Signature of the Candidate

Address.....
.....

Date

Forwarding Note by the Employer

It is certified that:

- (i) Information given in the above proforma is correct as per the service records of the applicant.
- (ii) The applicant is clear from vigilance angle.
- (iii) The integrity of the applicant is beyond doubt.
- (iv) That no major/minor penalty has been imposed on the applicant in last 10 years.
- (v) The cadre controlling authority of the applicant has given its clearance for his applying for the above post.
- (vi) The ACR Dossier (duly attested each page by an Officer not below the rank of Under Secretary to the Government of India) for the last five years of the applicant is enclosed with the application.

(Signature with seal of the authorized signatory on behalf of the employer)