

BIO-DATA PROFORMA
(To be furnished in duplicate)

1. Name and address in Block letters
2. Date of Birth (In Christian Era)
3. Date of retirement under Central/state

Government rules.

4. Educational Qualifications & Training, if any
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
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(1)

(2)

(3)

(1)

(2)

5. Please state clearly whether in the light of
entries made by you above, you meet the
requirements of the post.
6. Details of employment, in chronological order.
Enclose a separate sheet, duly authenticated by your
Signature, if the space below is insufficient.

Office/Instt./Orgn.	Post held	from	to	Scale of pay and basic pay	Nature of duties
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7. Nature

8. 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
 - (c) Name of the parent office/organization to which you belong.

9. Additional details about present employment
Please state whether working under :
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organization
 - (d) Government Undertakings
 - (e) Universities

10. Please state whether you are working in the same Department and are in the feeder grade or in the feeder to the feeder grade.

11. Are you in revised scale or pay? If yes, given the date from which the revision took place and also indicate the pre-revised scale.

12. Total emoluments per month now drawn.

13. 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.

14. Whether belongs to SC/ST

15. Remarks

Date_____

Signature of the candidate_____

Countersigned_____

Address_____

(Employer)

_____.