

APPLICATION FOR THE POST OF _____

Photo

Signature

1. Mode of recruitment, viz.
Deputation/Direct Contract
(Please specify wherever applicable) : _____
2. Name of the Candidate (in Block letters)
(with rank in case of officers from Indian Army, Navy, Airforce) : _____
3. Father's/Husband's Name : _____
4. (a) Date of Birth in Christian era
(in dd/mm/yyyy format) : _____
(b) Age as on last date for receipt of
Application : _____
5. Date of retirement/ release from
Parent Department : _____
6. Permanent Address (with PIN code) : _____
7. Address for Correspondence
(with PIN code) : _____
8. E-mail Address, Phone Number
(Office, Residence and Mobile) : _____
9. Category (Gen/SC/ST/OBC/OTHERS) : _____
10. Educational Qualification (attach a separate sheet duly attested by you if the space is insufficient).

Sl. No.	Exam Passed	Year	Subjects offered	Name of Institute	Board/ University	Percentage of marks obtained

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11. Details of experience (in chronological order). Enclose a separate sheet, duly authenticated by your signatures, if the space below is insufficient.

Sl. No.	1.	2.	3.	4.	5.
a. Name of Organization					
b. Post held					
c. Period of Tenure with dates (in dd/mm/yyyy format)	From				
	To				
d. Whether worked/working on Permanent /Regular or Adhoc/ Temporary/Quasi Permanent or on Deputation or on Contract basis					
e. If worked on Deputation basis, please indicate the post and pay scale held on regular / substantive basis in the parent department, without NFU/NFSG/MACP/ACP					
f. Brief description of duties					
g. Scale of Pay and Basic Pay (In case the Pay Scale under CDA pattern has been revised after the 6 th CPC recommendations, please clearly indicate the Pay Band and the Grade Pay)					
h. Whether Scale of Pay on CDA or IDA pattern or any other DA pattern. Please specify					

12. 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)

	Qualification/ Experience required for the post	Qualifications/Experience possessed by the officer
Essential Educational		



Qualification:		
Desirable Educational Qualification:		
Essential Experience:		
Desirable Experience:		

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

14. Nature of present employment (i.e. Permanent / Regular/ SSCO or Ad-hoc/ Temporary/ Quasi-Permanent or on Deputation or on Contract basis) : _____

15. In case the present employment is held on Deputation / on Contract basis, please state : _____

(a) The date/ period of appointment on Deputation / on Contract basis : _____

(b) Name and address of the Parent Organization to which you belong : _____

(c) Whether the Parent Department is (Please indicate the name against the relevant column)

i Central Government : _____

ii State Government : _____

iii Central / State Government Public Sector Undertaking : _____

iv Central / State University : _____

v Central/State Autonomous Body : _____

vi Others, please specify : _____

(d) Name of the Post and Pay Scale with DA pattern held by you on regular / substantive basis in the Parent Department. : _____

16. Additional details about present employment. Please state whether working under (indicate the name and address of the organization against the relevant column)

a. Central Government: _____



- b. State Government : _____
- c. Central / State Government Public Sector Undertaking: _____
- d. Central / State University : _____
- e. Central / State Autonomous Body : _____
- f. Others, please specify : _____

17. a) Whether the present Pay Scale in your parent department has been granted under Modified Assured Career Progression Scheme (MACP), Assured Career Progression Scheme, Time Scale, Personal Upgradation, Financial upgradation, In-situ Up gradation, Non functional Upgradation, Non-functional Grade, Adhoc-promotion or any other similar scheme of your parent Department. Yes / No

(b) If yes, please specify the substantive post with pay scale held by you in your Parent Department. : _____

18. If working or belonging to the Public Sector Undertaking, please indicate the Grade in which you are working along with the pay scale (Whether E-1, E-2, E-3, E-4, E-5, E-6, E-7, E-8, or E-9, etc.). : _____

19. Total emoluments per month drawn (Please indicate the detailed break-up and also enclose a self-attested copy of the latest pay slip). : _____

20. Additional information, if any, which you would like to mention in support of your suitability for the post : _____
[Enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient].

21. Whether applied for the similar post in NHIDCL in the last two years. If so, please indicate the post applied for, date of Advertisement and date of interview, if any. : _____

22. Details of earlier service in NHIDCL, if any

S.No.	Name of post	Nature of employment	Tenure/period with dates in dd/mm/yyyy	Scale of pay	Place(s) of	Nature of duties/
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		(Deputation/ Contract)	format			posting	work(s) handled
			From	To			

Date: _____

Signature: _____

Place: _____

Name: _____

Wk

DECLARATION

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Application Form / 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.

I also hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature / appointment / services shall stand cancelled / terminated without assigning any reasons there for.

I am willing to serve anywhere in the North East Region i.e anywhere in the States of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim, Tripura, and in the Union Territory of J&K, Ladakh and Andaman & Nicobar Islands.

Date : _____

Signature _____

Place: _____

Name _____



CERTIFICATE BY THE EMPLOYER, IF APPLYING ON DEPUTATION BASIS

- (i) Certificate that Sh. _____ holds a permanent post of _____ in the O/o _____ since _____.
- (ii) The integrity of Sh. _____ is beyond doubt.
- (iii) He has submitted his application to this office on _____.
- (iv) The Pay Scale/ Pay Band + Grade Pay of the post held by the officer in his parent Department (without NFU/NFSG/ACP/MACP/TS/Personal upgradation etc) is as under:-
- (v) This office has No Objection in case the application of Sh. _____ is considered for appointment to the post of _____ on Deputation in NHIDCL. Further, it is certified that Sh. _____ shall be relieved immediately in case of his/her selection in NHIDCL.
- (vi) The information given by Sh. _____ in the application proforma has been verified with reference to his/her service records and found correct.
- (vii) No Vigilance or Disciplinary case is pending or contemplated against the official concerned during last 10 years.
- (viii) Up-to date ACR/APAR dossier of the concerned official for the last five years are enclosed herewith.

Date:

Place:

Signature
Head of Office/Department

