

BIO-DATA PROFROMA

Post Applied for:-

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1. Name (in Block letters)

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2. Permanent Address

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3. Date of Birth (in Christina era)

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4. Date of retirement under Central/state Government rules

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5. Educational qualifications:

1)																											
2)																											

6. 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	Qualification/experience possessed by the officer
Essential	(1)	
	(2)	
Desired	(1)	
	(2)	

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

8. 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	From	To	Scale of pay and basic pay	Nature of duties

9. Nature of present employment

i. e. ad-hoc or
temporary or
quasi permanent or permanent.

10. 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 and address of
the parent
office/organization to
which you belong.

11. Additional details about present employment please state whether working under:

- a) Central Government
- b) State Government
- c) Autonomous Organization
- d) Government Undertaking
- e) University

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

13. Are You in the Revised scale of pay? If
yes, give the date from which the revision
took place and also indicate the pre-revised
scale.

14. Basic pay and total emoluments
per month now drawn.

15. 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.

16. Whether belongs to SC/ST

17. Choice of place of Posting
(Indicate 3 preference)

18. Remarks

Signature of the Candidate

Address _____

Date _____

COUNTERSIGNED
(Employer)