

ANNEXURE II**Application for the post of Deputy Director (Research)****PROFORMA**

Affix Passport Size Photograph
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1	Name :				
2	Father's / Husband's Name :				
3	Date of Birth & Present age :				
4	Date of Retirement :				
5	Whether belongs to SC/ST/OBC/UR) :				
6	Address for communication with Telephone / Mobile No. :				
7	Academic and Professional Qualification :				
	Exam/Degree	Year of Passing	Name of Instt./ Board/ University	Marks Aggregated	Percentage

(Attach separate sheet, if required)

8	Employment History and Experience :						
	Name of the Ministry/ Dept./ Govt. Organization/ Autonomous Body/ company/Corporation	Designation	Pay Scale	Whether post is held on regular or ad-hoc basis	Period		Nature of duties
					From	To	

(Attach separate sheet, if required)

9	Please mention details of appreciation/ outstanding work done, if any, which was duly recognized by the higher authority :				
10	Enclosures (Please mention) :				
11	Delcaration :				

I, hereby solemnly declare that all the statements made in the above proforma are true and correct to the best of my knowledge and belief. If selected, the candidature will not be withdrawn:

Place:

Date:

Signature

Name and address of the applicant.....

(CERTIFICATE TO BE GIVEN BY THE CONCERNED PORTS)

1. Copies of the APARs for the last 5 years, attested by the officer not below the rank of Dy. HOD on each page.
2. Attested copies of all the certificates in proof of for educational qualification, present and past work experience in the respective post and pay scale.
3. No objection certificate from the respective Ports.
4. Undertaking of the applicant not be withdrawn, if selected.
5. Vigilance and Administrative Clearance by the concerned Port.
6. The Veracity of the University Certificate & the recognition of the degree obtained by the applicant may be ensured and certified.
7. Recent two Passport size Photographs, to be inserted/tagged in a transparent envelop.

Place:

Date:

Signature of the Head of the Organization,
With seal