





BIO-DATA PROFORMA

1. Name
2. Date of Birth
3. Date of Recruitment under Central/state Govt.
4. Educational Qualification
5. 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):

| Essential | Qualifications/Experience required | Qualifications/Experience possessed by the officer |
|-----------|------------------------------------|--|
|           | a).....                            | .....  |
|           | b).....                            | .....  |
|           | c).....                            | .....  |
| Desirable | a).....                            | .....  |
|           | b).....                            | .....  |

6. Please state clearly whether in the light of entries made by you above, you met the requirements of the post.
7. Details of Employment in chronological order (Enclosed a separate sheet, duly authenticated by your signature, if the space below is insufficient):-

| Cadre/Institute/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 quasi-permanent or permanent:
9. Additional details about present employment (please state whether working under):-
  - a) Central Government
  - b) State Government
  - c) Autonomous organizations.
  - d) Government Undertaking.
  - e) Universities.
10. Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
11. Total emoluments per month now drawn. (Break-up wise)
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. Caste:- Genl./ OBC/SC/ST/Other.
14. Remarks.

Signature of the candidate

Name

Date

Address.....

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Countersigned with seal/stamp

(Employer)