

Annexure – 1

APPLICATION FOR THE POST OF _____ ON
DEPUTATION BASIS AT SHRI VISHWKARMA SKILL UNIVERSITY, DUDHOLA, PALWAL
(TRANSIT OFFICE – GURUGRAM)

1. Name of the Applicant
(in capital letters) :
2. Date of Birth :
3. Father's/ Husband's Name :
4. Permanent Address :

5. Present postal address with Pin Code number :

6. Mobile No. :
7. Email address :
8. Date of retirement under parent deptt. Rule :
9. Educational Qualifications: with the University/ Board, year of passing and percentage of marks/
class (from 10 or equivalent onwards)

Sr. No.	Board/ University	Degree/ Certificate	Subjects	Year of Passing	% of marks	Div/ Rank
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10. Professional Qualifications/ Training Courses

Sr. No.	Board/ University	Degree/ Certificate	Subjects	Year of Passing	% of marks	Div/ Rank
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11. Details of present and previous employment in chronological order:

Organization (Chronological order)	Post held & address of employer	Experience till the last date application		Total period	Scale of pay and present basic pay	Nature of Duties
		From	To			

- Specify date of revision of pay, if any.

12. Details of any other experience or accomplishments relevant to the above post

13. Additional information, if any, you would like to mention in support of your suitability for the post.

(Additional sheets of paper may be used wherever necessary. Application must be neatly typed.)

I hereby declare that the information furnish above is true and complete to the best of my knowledge and belief.

Date: _____

Place: _____

Signature of the applicant

CERTIFICATE OF THE EMPLOYER

Certified that the particulars furnished by Sh./ Smt. _____ are correct and he/ she possess education qualifications and experience mentioned in the circular.

Also certified that:

- (i) There is no vigilance case pending/ contemplated against him/ her.
- (ii) His/ her complete CR dossier/ ACRs for last five years are enclosed.
- (iii) His/ her integrity is beyond doubt.
- (iv) No major/ minor penalties have been imposed on him during the last 05 years.
- (v) List of major/ minor penalties imposed on him/ her during the last 05 years has been enclosed.
- (vi) His/ her Work & Conduct report is enclosed.

Signature _____

Name & Designation _____

Office Seal _____