

PROFORMA**RAJIV GANDHI NATIONAL INSTITUTE OF YOUTH DEVELOPMENT****PART-A**

1. Name of the Post : _____
2. Name in Full(in Block Letters) : _____
3. Father's/Husband's Name : _____
4. Date of Birth : _____ Age: _____
5. Nationality : _____

Affix Latest
Photograph

6. a) Address for Correspondence (in block letters):

Pin Code _____.

Telephone _____ E-mail ID _____

- b) Permanent Address (in block letters)

Pin Code _____.

7. Whether you belong to (Pleas tick) : SC _____ ST _____ OBC _____ Gen _____
(Attach copy of certificate)

8. Educational Qualifications :
(In chronological order from the Matric /SSLC and onwards)

Sl.No.	Degree/Specialization	University/Institution	Division or equivalent	Percentage of Marks

9. Professional Training :

Sl.No.	Organisation	Period		Particulars of Training
		From	To	

10. Knowledge of working on PC/Work station and Familiarity with software Packages
(Please specify): _____

11. Employment Record (details in reverse chronological order, starting with the last job), if any:

Sl.No.	Name & Address of the Employer	Period of service in each post (Duration in Months)		Designation of post held & Scale of pay	Nature of work and level of responsibilities
		From	To		

PART –B

Additional details about present employer, if any.

1. (a) Present Pay Scale _____
(Central Govt./State Govt./PSU/Private Enterprises/Others)
(Please delete which are not applicable)

(b) If pay scale has been revised recently, state the date of revision and also the pre-revised pay scale _____

(i) Basic Pay _____ Pre-revised _____

Revised

(ii) Dearness Allowances

(iii) Other Allowances (Please specify)

Total _____

2. Please state whether working under :

- a) Central Government
- b) State Government
- c) Autonomous Organisation
- d) Government Undertaking
- e) Universities
- f) Private Organisation

3. Any other information you may wish to furnish _____
(in brief and no annexure be enclosed)
4. Name and address of 2 persons (Not related to you) who are well acquainted with your academic record and professional work for reference:-
1. _____ 2. _____

PART – C

DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. At any time I am found to have concealed/distorted any material information, my appointment shall be liable to be summarily terminated without notice/compensation.

Place _____

SIGNATURE OF THE CANDIDATE

Date _____

PART-D

FORWARDING AUTHORITY/EMPLOYERS ENDORSEMENT (In case of Employment)

This is to certify that Shri/Smt/Ms. _____ is working as _____ from _____ on *regular/contract/tenure appointment in our *department/institute/organization. The above details given by him/her are verified and found correct as per our records. It is further certified that no vigilance/disciplinary case and departmental enquiry is either pending or contemplated against him/her. The integrity or the officer is also certified. In case of *his/her selection, *he /she will be relieved on direct recruitment and *his/her lien *will/will not be retained by this organization.

* Strike out whichever is not applicable

Signature of the Employer with Office Seal

Date _____

Place _____

Note: Self attested copies of all the relevant document must be attached with the application