

**PRESCRIBED PROFORMA  
FOR SUBMISSION OF APPLICATIONS ON DEPUTATION/ABSORPTION BASIS**

Important (please don't leave blanks)	Vacancy Notice No. (appears on the top right side of notice)	
	File No. (appears on the left side of vacancy notice)	
	Post against which application has been submitted	
	Choice of Station (wherever applicable)	

**Personal Data**

1.	Name	:	
2.	Gender	:	
3.	Service	:	
4.	Department	:	
5.	Category (SC/ST/OBC)	:	
6.	Date of Birth	:	
7.	DITS (Date of entry into Time Scale)	:	
8.	Date of entry in Gr. B (wherever applicable)	:	
9.	Present Pay Level/Basic Pay	:	
10.	Date from working in present pay level		
11.	Present Designation & Railway	:	
12.	Contact Details	:	
	(a) Email ID	:	
	(b) Telephone (O)	:	
	(c) Telephone (R)	:	
	(d) Mobile Number	:	
		:	

**13. Educational Qualifications:-**

S. No.	Qualification/Degree	Years/Division	Institution/University, Place/Country

**14. Experience Details:-**

S. No.	Designation & Railway with Place of posting	Grade (i.e. Gr.B/SS, JAG/SG/SAG) (Pay level in case of Non-Gazetted staff)	From	To


**15. Details of previous deputation/foreign assignment (if any):-**

S. No.	Organisation	Designation	From	To

16.	Whether debarred from deputation? If yes, please furnish details.	:	
17.	Whether cooling off period completed? If yes, date or return from previous deputation with details, whenever applicable	:	

**18. APAR Ratings for last 5 years, if available:-**

Year	Rating

**19. Awards, If any:-**

S. No.	Name of award	Brief Details

**20. Punishments, If any in career:-**

I certify that the details furnished by me above are true and I am eligible for the post as the criteria laid down in the vacancy notice.

(Name and Signature of the applicant)

Place:

Date: