

**Application for the post of EXECUTIVE ENGINEER (CIVIL)
on deputation basis at AIIMS Madurai**

1.	Name and address in BLOCK letters		Affix here recent passport size photograph
2.	Father's Name		
3.	Date of Birth (in Christian era)		
4.	Date of retirement under Central/State Government Rules		
5.	Educational Qualification	1.	
		2.	
		3.	
		4.	
6.	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).		
		Required	Possessed by Applicant
	Essential		
	Desirable		

7.	Please state clearly whether in the light of entries made by you above, you meet the requisite essential qualifications and work experience of the post				
8.	Details of employment (in chronological order). Enclose a separate sheet, duly authenticated by your signature if space below is insufficient.				
	Office/Inst./ Organization	Post Held From To		Pay-band and Grade pay (Scale of Pay if in pre-revised scale of pay)	Nature of Duties

* **Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay band and Grade Pay / Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the candidate, may be indicated as below;

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP scheme	From	To

9.	Nature of present employment (i.e. ad-hoc or temporary or quasi-permanent or permanent)	
10.	In case the present employment is held on deputation/contract basis, please state: (a) The date of initial appointment (b) Period of appointment on deputation / contract (c) Name of the parent office / organisation to which you belong (d) Name of the post and Pay of the post held in substantive capacity in the parent organisation.	

10.1 Note: In case of officers already/on deputation the applications of such officers should be forwarded by the parent cadre /Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.

10.2 Note: Information at column 10 (c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organisation but still maintaining a lien in his parent cadre/organisation

11.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.	
12.	Additional details about present employment: please state whether working under (indicate the name of your employer against the relevant column) (a) Central Government (b) State Government (c) Autonomous Organisation (d) Government Undertaking (e) University (f) Others	
13.	Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade	
14.	Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.	
15.	Total emoluments per month now drawn	Basic Pay – Grade Pay/Level – Total Emoluments –
16.	In case the applicant belongs to an organisation which is not following the Central Government Pay Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.	
	Basic Pay with Scale of Pay and rate of Increment	Dearness Pay/ Interim relief/ other Allowances etc.(with break-up details)
		Total Emoluments

17.A	<p>Additional information, if any relevant to the post you applied for in support of your suitability for the post (This among other things may provide information with regard to (i) additional qualification (ii) Professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)</p>	
17.B	<p>Achievements: The candidates are requested to indicate information with regard to: (i) Research publications and reports and special projects. (ii) Awards/ Scholarships/ Official Appreciation. (iii) Affiliation with the professional bodies/ institutions/ societies and; (iv) Patents registered in own name or achieved for the organization. (v) Any research/ innovative measures involving official recognition (vi) Any other information. (Note: Enclose a separate sheet if the space is insufficient)</p>	
18.	<p>Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment Basis# (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non- Government Organizations are eligible only for Short Term Contract)</p>	
	<p># (The option of STC/ Absorption/ Re-employment are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment")</p>	
19.	<p>Whether belongs to SC/ST/OBC (If yes, please specify)</p>	
20.	<p>Contact Nos.</p>	
21.	<p>If selected, specify the minimum required Joining Time</p>	

22.	Candidate's Address	Permanent Address:
		Present Address:

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vite duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection on my selection has been suppressed/withheld.

Date:

(Signature of the Candidate)

Address:

**CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE/OFFICER NOT
BELOW THE RANK OF UNDER SECRETARY IN GOI WHILE FORWARDING THE
APPLICATION**

It is certified that

1. The information / details provided in the above application by the applicant are true and correct as per the facts available on records. He / She possesses educational qualification and experience mentioned in the Vacancy Circular.
2. There is no vigilance or disciplinary case pending / contemplated against Shri/Smt. _____
3. His/ Her integrity is certified
4. The applicant, if selected, will be relieved immediately
5. His / Her APAR dossier in original is enclosed/photocopies of the APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
6. No major/minor penalty has been imposed on him/her during the last 10 years (Or) a list of major/minor penalties imposed on him/her during the last 10 years is enclosed. (as case may be)

Signature _____

Name _____

Designation _____

Telephone Number _____

Date:

Office Seal

Place:

Note: All terms and conditions deputation/Foreign service will be followed as per DOPT O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 And its amendments issued time to time.

List of Enclosures

Sl. No	Particulars of enclosures	Enclosed / Not Enclosed		
1.	Certificates of Educational Qualification (From 10 th to Degree)			
2.	NOC			
3.	Vigilance clearance Certificate			
4.	Integrity Certificate			
5.	Last Five Years ACR/APARS.	Year	Grading of Reporting Officer	Grading of Reviewing Officer
6.	No Major/Minor Penalty Certificate			
7.	Service Certificate with mention of pay scale			