**Annexure-I**

**PERSONAL BIO-DATA FORM**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| EOI. Ref.:  Post Applied for: | | | | Affix recent passport size photograph |
| NAME IN BLOCK LETTERS | |  | | |
| FATHER’S / HUSBAND’S NAME | |  | | |
| ADDRESS FOR COMMUNICATION  Mobile No.:  Landline No.: E-mail Id.: | | | PERMANENT ADDRESS  Mobile No.:  Landline No.: E-mail Id.: | |
| DATE OF BIRTH | PLACE OF BIRTH | | STATE OF DOMICILE | NATIONALITY |
| CATEGORY TO WHICH YOU BELONG TO : (Please tick relevant category)  1GENERAL  2SCHEDULED CASTE (SC)  3SCHEDULED TRIBE (ST)  4OTHER BACKWARD CLASS (OBC) – Non-Creamy Layer (NCL)  5PERSON WITH DISABILITY (PwD)  6EX-SERVICE MAN (ESM) | | | | |
| *Note: Copy of relevant certificate in support to the claim for belonging to Category at Sl.No.2 to Sl.No.6 be enclosed* | | | | |
|  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Examination Passed | Year of Passing | Class/ Division | Percentage / CGPA | University/ Institution | Main Subjects of Study |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

Note : If space is insufficient, please attach separate sheet

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PARTICULARS OF EXPERIENCE**  **(In chronological order starting from present position)** | | | | | |
| Name and Address of the Organization | Period of Employment | | Position held with scale of pay | Experience, nature of duties in brief | Reason for leaving |
| From | To |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

(If presently on deputation, please indicate the post held with the parent organisation, basic pay and scale of the post)

Total Number of years’ experience :

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SALARY DETAILS OF PRESENT/LAST POSITION HELD** | | | | | |
| Level | Scale of Pay (Rs.) | Basic Pay (Rs.) | Other Allowances | Gross Earnings per month(Rs.) | Net Earnings per month(Rs.) |
|  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| If selected, time required for joining: | | |
| **Reference of two persons not related to you who are well acquainted with your background and character** | | |
| Name | Contact Particulars  (Including Address, Phone No., Mobile No. & E-mail Id.) | Occupation |
|  |  |  |
|  |  |  |
| I hereby declare as under:  1. The particulars and facts furnished by me in this Personal Bio-data form are true, correct and complete in all respect.  2. I agree and accept without reservation that at any time, if any of the particulars are found to be untrue, incorrect and/or incomplete, my engagement may be terminated without notice.  Date:  (Signature of Applicant)  Place: | | |