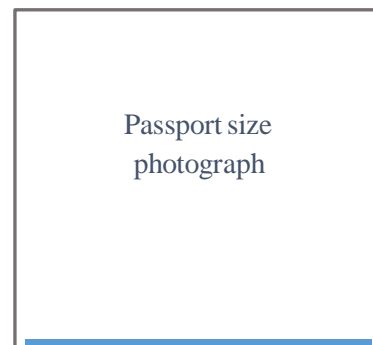


**APPLICATION FOR THE POST OF CHIEF FINANCE OFFICER (ON DEPUTATION) IN
NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)
([] the post applied for)**

1. **Post applied for : CHIEF FINANCE OFFICER**
2. **Name :**
3. **Father's/Husband's Name :**
4. **Date of Birth :**
5. **Sex :**
6. **Postal Address with telephone, Fax & Email :**
(a) Office: (b) Residence :
7. **Date of entry in Govt. Service :**
8. **Date of superannuation as per existing rules :**
9. **Substantive post held in the parent Deptt. on regular basis:**
(a) Name / Status of Organization :
(b) Name of the post :
(c) Matrix Level & Pay :
(d) Nature of duties :
(e) Total emoluments Per Month drawn :
10. **Present post held (if on deputation) :**
(a) Name / Status of Organization :
(b) Name of the post :
(c) Matrix Level & Pay :
(d) Nature of duties :
11. **Details of past service(s)**
(a) Post :
(b) Pay Scale :
(c) Period during which held :
From:_____ To:_____
(d) Nature of duties performed
12. **Whether any criminal case pending against you in any Court of law or tribunal?**
13. **Whether belongs to SC/ST :**
14. **Essential and relevant qualifications (Name and Year of the degree, University and year of Passing Out)**
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.



I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the application forms 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 material fact having a bearing on my selection has been suppressed / withheld.

(Name_____)
Signature of the Candidate_____

Place:

Date:

TO BE FILLED BY THE FORWARDING OFFICE

Office								
Category of office Please tick (☑)	Central Government							State Government
	Central Ministry	Department	Attached Office	Subordinate Office	Autonomous Body	Statutory Body	Other	
Present Post								
Date of continuous employment of the applicant in the present grade					Present Pay and Matrix Level			

Verification of service particular by the Office/Department

1. There is no Certified that all the information mentioned by the applicant in his application as mentioned above have been verified from the records and found to be correct.
2. It is also certified that Shri / Ms. _____ has been working as _____ in the present post/ present pay in the regular and substantive capacity w.e.f. _____.
3. There is no vigilance or disciplinary case pending /contemplated against Shri / Smt.
4. No major/minor penalty has been imposed to 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 the case may be)

Signature with date _____

Office Seal _____

Designation _____

Phone _____

Email _____

**APPLICATION FOR THE POST OF SENIOR FINANCE OFFICER (ON DEPUTATION) IN
NATIONAL INSTITUTE OF ELECTRONICS AND INFORMATION TECHNOLOGY (NIELIT)**

1. **Post applied for: SENIOR FINANCE OFFICER**
2. **Name** :
3. **Father's/Husband's Name** :
4. **Date of Birth** :
5. **Sex** :
6. **Postal Address with telephone, Fax & Email** :
(a) Office: (b) Residence :
7. **Date of entry in Govt. Service** :
8. **Date of superannuation as per existing rules** :
9. **Substantive post held in the parent Deptt. on regular basis:**
(a) Name / Status of Organization :
(b) Name of the post :
(c) Matrix Level & Pay :
(d) Nature of duties :
(e) Total emoluments Per Month drawn :
10. **Present post held (if on deputation)** :
(a) Name / Status of Organization :
(b) Name of the post :
(c) Matrix Level & Pay :
(d) Nature of duties :
11. **Details of past service(s)**
(a) Post :
(b) Pay Scale :
(c) Period during which held :
From: _____ To: _____
(d) Nature of duties performed
12. **Whether any criminal case pending against you in any Court of law or tribunal?**
13. **Whether belongs to SC/ST** :
14. **Essential and relevant qualifications (Name and Year of the degree, University and year of Passing Out)**
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.
 - 6.

Passport size
photograph

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the application forms 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 material fact having a bearing on my selection has been suppressed / withheld.

(Name _____)
Signature of the Candidate _____

Place:
Date:

TO BE FILLED BY THE FORWARDING OFFICE

Office								
Category of office Please tick (☑)	Central Government							State Government
	Central Ministry	Department	Attached Office	Subordinate Office	Autonomous Body	Statutory Body	Other	
Present Post								
Date of continuous employment of the applicant in the present grade					Present Pay and Matrix Level			

Verification of service particular by the Office/Department

1. There is no Certified that all the information mentioned by the applicant in his application as mentioned above have been verified from the records and found to be correct.
2. It is also certified that Shri / Ms. _____ has been working as _____ in _____ the present post/ present pay in the regular and substantive capacity w.e.f. _____.
3. There is no vigilance or disciplinary case pending /contemplated against Shri / Smt.
4. No major/minor penalty has been imposed to 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 the case may be)

Signature with date _____

Office Seal _____

Designation _____

Phone _____

Email _____