



PUSHPA GUJRAL SCIENCE CITY

JALANDHAR-KAPURTHALA ROAD, KAPURTHALA

Please read the instructions before filling this form and use separate sheet if the space is insufficient.

Application Form for Appointment of DIRECTOR GENERAL

For Office Use
Application No.:
Received on:
Fee: Rs.
Name of the Bank:

Affix Recent Passport Size Photograph

1. Name (in block letters) : _____
2. Father's /Husband Name : _____
3. Date of Birth : _____ Sex: _____
(Attach Self Attested copy of the proof)
4. Age : _____ Years _____ Months _____ Days
5. Nationality : _____
6. Place of Birth : _____
7. Marital Status : _____ Religion: _____
8. Category (Whether General /SC/ST/OBC) : _____
(Attach proof of community)
9. Whether Physically Handicap (Orthopedically) : _____
(Attach proof of minimum 40% disability)
10. Address for communication : _____

_____ Pin Code: _____
11. Contact Phone No. : _____
- Mobile No. : _____
- E-mail address : _____

12. Permanent Address

:
.....
.....
.....
Pin Code:

13. Bank Draft No., Date & Amount

:

14. Educational Qualification

:

Exam Passed	Institute / University	Subject Studied	Year of Passing	Marks Obtained	Total Marks	%age

(Attach Self Attested copy of Graduation Degree along with detailed mark sheet & other Higher Degrees)

15. Knowledge of Computer

:

16. Details of Experience

: (Attach Self Attested copies of experience certificate)

Name of Organisation	Post held / Designation	Pay Scale / Basic Pay	Duration of Service		Total Experience YY/MM	Nature of Duties
			From (DD/MM/YY)	To (DD/MM/YY)		
				Total		

17. Two significant achievements

: 1.
.....

.....
2.
.....

18. Administrative / Managerial Experience :
with financial control
(Attach supporting document by the
Competent Authority)

19. Give names, designations and complete : 1.
addresses and telephone nos. of two
References who are familiar with your
work & conduct

2.
.....

20. Applicants willing to apply on deputation must forward their applications through proper channel accompanied with Vigilance Clearance Certificate as well as attested copies of the ACRs for the last five years. Certificate from employer as per **Appendix - I**.

21. How do you consider that you are suitable for the post? Describe in 250 words on a separate sheet?

22. Any other relevant information :

23. List of Enclosures :

24. Declaration :

I declare that all information supplied by me, as above are true, complete and correct to the best of my knowledge and belief and there are no vigilance / disciplinary cases pending or contemplated against me. I also fully understand that in the event of any information being found false or incorrect, my candidature may be summarily rejected or employment terminated.

Date : _____
Place: _____

(Signature of the Candidate)

Encl: Testimonials must be attached

CERTIFICATE TO BE FURNISHED BY THE EMPLOYER / HEAD OF OFFICE / FORWARDING AUTHORITY

Certified that the particulars furnished by Sh./Smt./Km. _____ are correct. There are no vigilance / disciplinary cases pending or contemplated against him / her.

Sh./Smt. _____ has been drawing salary in the scale _____ GP _____ or Basic Pay _____.

Please tick one below:

- The up-to-date Annual Confidential Report dossier attested copies of ACRs for last 5 years in respect of Sh./Smt./Km. _____ is enclosed.
- There is no Practice of maintaining Confidential Reports of employees in this Organization / Institution.

Date:

Signature of Head of Department / Forwarding Authority

Name :

Office :