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11. 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 Organization : d) Government Undertaking : e) Universities : f) Others : 12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
14. Total emoluments per month now drawn		Basic Pay in the PB: Grade Pay: Total Emoluments :
15. 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)
16. A 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 academic qualifications (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)		
16. B 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 measure involving official recognition; vi) Any other information. (Note: Enclose a separate sheet, if the space is insufficient)		
17. 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). # (The option of 'STC/ 'Absorption'/ 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment")		
18. Whether belongs to SC/ST		
19. Contact Telephone/Mobile No.		

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae 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 has been suppressed/withheld.

Date _____

(Signature of the Candidate)

Address _____

CERTIFICATION BY THE EMPLOYER/CADRE CONTROLLING AUTHORITY

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 qualifications and experience mentioned in the advt. If selected, he/she will be relieved immediately.

2. Also certified that:

- There is no vigilance or disciplinary case pending/contemplated against Shri/ Smt
- His/her integrity is certified.
- His/Her CR Dossier in original is enclosed/photocopies of the ACRs 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.
- 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 the case may be)

Countersigned

(Employer/Cadre Controlling Authority with Seal)

Department of Agriculture and Farmers Welfare
Directorate of Economics and Statistics

ANNEXURE-I

Filling up the post of Data Entry Operator Grade 'C' in Directorate of Economics and Statistics, Department of Agriculture and Farmers Welfare

Applications are invited in duplicate from eligible candidate for filling up one post of Data Entry Operator Grade 'C' in Directorate of Economics and Statistics, Department of Agriculture and Farmers Welfare, Govt. of India. The details are as under:-

1	Name of Post	Data Entry Operator Grade 'C'
2	Number of post	One (01)
3	Mode of Recruitment	Deputation
4	Pay Level	Level-6 of Pay Matrix (Rs. 35400-112400)
5	Qualification	(i) Possessing Bachelor's Degree of a recognized University; and (ii) possess a speed of not less than 8000 key depressions per hour for Data Entry Work.
6	Eligibility	Officers of the Central Government: (i) holding analogous posts on regular basis in the parent cadre or Department; or (ii) with six years' regular service in posts in level 5 (Rs. 29200-92300) of the pay matrix in the parent cadre or Department; or (iii) with ten years' regular service in the post in level-4 (Rs. 25500-81100) of pay matrix in the parent cadre or Department.
7	Desirable	Degree with Economics or Statistics as one of the subjects. Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly deputationists shall not be eligible for consideration for appointment by promotion.
8	Age limit	Not exceeding 56 years of age as on closing date of receipt of applications.
9	Tenure of Deputation	The deputation tenure will be of 3 years
10	Place of Duty	New Delhi (HQ)
11	Last date of receipt of application	The applications complete in all aspects should reach Joint Director (Admn), Directorate of Economics and Statistics, Department of Agriculture and Farmers Welfare, Room No. 119-F Wing, Shastri Bhawan, New Delhi-110001 within 60 days from the date of publication of advertisement for the post through Employment News/ Rozgar Samachar.

Annexure-II

Application in duplicate for the post of Data Entry Operator Grade 'C' in Directorate of Economics and Statistics, Department of Agriculture and Farmers Welfare

1	Name in Block Letters						
2	Address/Tel No./Mobile No./E-mail ID						
3	Date of Birth (in Christian Era)						
4	Age as on the last date of submission of application						
5	Education and other qualifications						
6	Details of employment in chronological order						
	Name of Office	Post held	Nature of employment i.e. Ad-hoc or temporary or quasi-permanent or permanent or deputation	From	To	Scale of Pay	Nature of duties performed
8	Please state clearly whether in the light of the entries made by you above you meet the requirements of the post.						
9	Additional information, if any, which applicant would like to mention in support of his suitability for the post.						
10	List of documents attached (All documents should be self attested. Application should be continuously page numbered)						
	Name of documents		Page No.				

I, hereby, declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed false or incorrect or ineligibility being detected before or after the selection my candidature appointment is liable to be cancelled.

Place

Signature of the candidate.....

Date

Name of the candidate.....

Mobile No.

CERTIFICATE/DOCUMENTS TO BE GIVEN BY HEAD OF THE OFFICE OF THE APPLICANT

- It is certified that the particulars furnished by the official are correct.
- It is certified that no disciplinary/vigilance case is either pending or contemplated against the applicant and he/she is clear from the vigilance angle.
- It is certified that no major/minor penalty has been imposed or contemplated on him/her during last 10 years.
- The record of service of the officials has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
- This office has no objection and the applicant will be immediately relieved consequent upon his/her selection for the post.
- The photocopies of the ACRs for the last 5 years duly attested on each page are enclosed.

Place

Signature.....

Date

Name.....

EN 12/10

Designation.....