

Proforma for furnishing of Bio-data/posting details.

1.	Name				
2.	Post held on substantive basis				
3.	Present Place of posting with designation				
4.	Father Name				
5.	Address (Permanent/Present)				
6.	Contact No. (Landline/Mobile)				
7.	Date of Birth				
8.	Nature of Employment (Regular/Contractual)				
9.	Whether belonging to any reserved category (SC/ST/RBA/OSC/ALC)				
10.	Qualification (Academic/Technical)				
11.	Date of 1 st appointment (with initial designation)				
12.	Promotions earned during entire service	Name of post(s) to which promoted	Date of placement on stop-gap basis which Govt. Order No. and date	Date from which regularized with Govt. Order No. and date	
13.	Posting details from initial appointment to till date with reference to service records.	Name of Office/ Department	Post held/ designation	From	To

**Seal & Signature of DDO/
Controlling Officer/ HoD's.**