



राष्ट्रीय मात्स्यिकी विकास बोर्ड  
National Fisheries Development Board

मत्स्यपालनविभाग/Department of Fisheries

मत्स्यपालन, पशुपालनऔरडेयरीमंत्रालय/Ministry of Fisheries, Animal Husbandry & Dairying  
भारतसरकार /Government of India

स्तम्भसंख्या-235, पी.वी.एन.आर.एक्सप्रेसवे, डाक-एस.वी.पी.एन.पी.ए. हैदराबाद -500052

Pillar No: 235, PVNR Expressway, SVPNPA Post, Hyderabad-500 052

फोन/ Phone No. 040- 24000201; वेबसाइट/website: nfdb.gov.in



No.NFDB/Admn/Dep/349/2022-23

Date:09.08.2023

**NOTIFICATION**

**Sub: Vacancy circular to fill up the Posts in NFDB, Hyderabad and NFDB-ERC, Bhubaneswar on deputation basis.**

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Applications in the prescribed format are invited through Proper Channel to fill up the following vacancies, available in the National Fisheries Development Board, Hyderabad, an Autonomous Body under the administrative control of the Department of Fisheries, Ministry of Fisheries, Animal Husbandry & Dairying, Govt. of India, on deputation basis (Foreign Service Terms) in accordance with DoPT Regulation of Terms and Conditions governing deputation/ foreign service of employees to/from Central Government updated as on 08.09.2022, as amended from time to time from amongst the officers working in the Central Government/ State Government/ Universities, recognized Research Institutes / Semi Government or Autonomous or Statutory Organizations, fulfilling the eligibility criteria. Since these vacancies are to be filled up on deputation basis, private candidates are not eligible.

| Sl. No. | Name of Post                       | No. of Posts | Scale of pay (as per 7th CPC) | Place of Posting     | Last Date for receipt of applications                                    |
|---------|------------------------------------|--------------|-------------------------------|----------------------|--|
| 1       | Executive Director (Technical)     | 1            | Level-13                      | Hyderabad            | 30 days from the date of publication of advertisement in Employment News |
| 2       | Executive Director (Technical)     | 1            | Level-13                      | NFDB-ERC-Bhubaneswar |  |
| 3       | Senior Executive (Finance & Admin) | 1            | Level-11                      | Hyderabad            |  |
| 4       | Senior Executive (Technical)       | 1            | Level-11                      | Hyderabad            |  |
| 5       | Senior Executive (Technical)       | 1            | Level-11                      | NFDB-ERC-Bhubaneswar |  |
| 6       | Executive (Technical)              | 1            | Level – 07                    | Hyderabad            |  |

The number of vacancies are indicative and may defer as per requirement of NFDB

## Terms & Conditions:

- 1) **“Applicants who applied earlier through proper channel against notification dated 22.05.2023 need not apply again”.**
- 2) The number of posts to be filled may vary and the decision of the NFDB shall be final and no correspondence in this regard shall be entertained.
- 3) The applications along with Vigilance Clearance Certificate & copies of ACRs/APARs for the last five years duly attested by the Competent Authority should reach the undersigned (Senior Executive (F&A) through Proper channel within 30 days from the date of issue of notification in Employment News.
- 4) Applications not received through proper channel shall not be considered.
- 5) Complete details of the posts, eligibility criteria, other terms and conditions and application format are uploaded on the NFDB website i.e. <http://nfdb.gov.in>
- 6) Essential qualification: The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called Interview. Desirable qualification will be given due preference while shortlisting. **All applicants must fulfil the essential requirements of the post and other conditions stipulated in the advertisement.** They are advised to satisfy themselves before applying that they possess the essential qualifications and experience laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.
- 7) All the claimed educational qualifications shall be from a recognised University / Institute only. Self-attested copies of all educational qualifications along with date of birth proof, experience and other certificates are required to be enclosed invariably. The application will be summarily rejected if –
  - i. Certificates are attached, but column is not filled; (or)
  - ii. The column is filled but certificates are not attached.
- 8) Certificate in support of knowledge and experience should be in proper format i.e., should be on the organisation’s letterhead; bear the date of issue; specify period of work (including Job roles and responsibilities; clearly stating nature of work, salary drawn with pay scale and grade pay, if any; name and designation of the Issuing Authority along with signature, etc). Letter of Appointment, Pay Slip, Office Memorandum, Office Order, Joining Report, or any such document(s) will not be accepted as document in support of knowledge or experience.
- 9) Please visit NFDB website <http://nfdb.gov.in> for downloading the prescribed application proforma.
- 10) The applications in prescribed proforma (through proper channel in case of Central/ State Governments/ Universities/ Recognized Research Institutions/ PSUs / Statutory Semi-governments or Autonomous organizations candidates) should be sent in sealed cover super scribed as “Application for the post of .....” so as to reach the Senior Executive (F&A), National Fisheries Development Board, Pillar No: 235, PVNR Expressway, SVPNPA Post, Hyderabad -500 052, Telangana, within 30 days

from date of publication in Employment newspaper by 5.00 p.m. in hard copy. Applications should be through proper channel only.

- 11) Candidates will be shortlisted on the basis of the information provided by them in their applications; they must ensure that the information is true. If at any subsequent stage of the Selection process, any information given by them or any claim made is found to be false, their application / candidature will be liable to be rejected and they shall be debarred permanently.
- 12) In the event of number of applications being large, NFDB reserves the right to shortlist the candidates/ restrict the candidates to be called for Interview to a reasonable number by adopting reasonable criteria (applied uniformly) as recommended and decided upon by the Competent Authority.
- 13) The Board reserves the right not to fill up any or all advertised posts, cancel the advertisement in whole or in part at any stage without assigning any reason and the decision of the Board in this regard shall be final.
- 14) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of appointment, the Board reserves the right to withdraw/cancel/modify any communication made to the candidates.
- 15) In case of any dispute with regard to screening of the applications, the decision of Chief Executive, NFDB shall be final.
- 16) No correspondence will be entertained with the non-shortlisted or non-selected candidates.
- 17) Canvassing in any form is not accepted and will lead to the disqualification of such candidates.
- 18) In case of any disputes/suites or legal proceedings against the Board, the jurisdiction shall be restricted to the Courts of Hyderabad.
- 19) Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case alter or otherwise tamper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document.
- 20) The vacancies are indicative and may vary as per actuals.
- 21) Incomplete / invalid applications – if any column is left unfilled or lack of submitting adequate certificates / documents in support of candidature will lead to rejection of the application.
- 22) No correspondence whatsoever will be entertained from candidates regarding postal delay, conduct and result of selection and reasons for not being called for interview. Interim correspondence will not be entertained and replied to.
- 23) Board will not be responsible for any postal delay. Last date for receipt of applications is as stated in the advertisement.

**(Sd/-)**  
**Senior Executive (F&A)**

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**Annexure I**

**STATEMENT SHOWING DETAILS OF VACANCIES PROPOSED TO BE FILLED  
ON DEPUTATION (Foreign Service Terms) BASIS IN NFDB, HYDERABAD**

**EXECUTIVE DIRECTOR (TECHNICAL)**

|  |   |
|--|---|
| <b>Sl. No</b>  | 1   |
| <b>Name of the Post</b>  | Executive Director (Technical)  |
| <b>No. of vacancies</b>  | 01  |
| <b>Place of Posting</b>  | Hyderabad   |
| <b>Age Limit</b>   | 56 years for deputation as on closing date of application   |
| <b>Method of Recruitment</b>   | Deputation  |
| <b>Period of deputation</b>  | 03 Years  |
| <b>Pay Scale</b>   | PB-4, Rs.37400-67000 & GP-Rs.8700<br>(Level 13 of 7 <sup>th</sup> CPC revised)  |
| <b>Educational Qualifications and Experience prescribed for the post</b> | <p><b>A. ESSENTIAL QUALIFICATIONS:</b></p> <p>Officers of the Central Govt/State Government/<br/>Universities/ recognized Research Institutes/Semi-Govt. or<br/>autonomous or statutory organizations: -</p> <p><b>(a) Experience</b></p> <p>(i). Holding analogous posts on a regular basis in the<br/>parent cadre/ department, <b>(or)</b></p> <p>(ii). With five years' service in the post carrying PB 3:<br/>Rs.15600-39100+ Grade Pay of Rs.7,600/- (Level<br/>12 of 7th CPC <b>(or)</b>)</p> <p>(iii). With ten years' service in the post carrying PB 3:<br/>Rs.15600-39100+ Grade Pay of Rs.6,600/- (Level<br/>11 of 7th CPC) or equivalent in the parent<br/>cadre/department</p> <p style="text-align: center;"><b>AND</b></p> <p><b>(b) Educational Qualifications</b><br/>Possessing the Master's Degree in Fisheries Science/<br/>Aquaculture/ Zoology with specialization in<br/>Fisheries/ Marine Biology/Industrial Fisheries/<br/>Aquaculture Engineering/ Civil Engineering/<br/>Economics.</p> <p><b>B. DESIRABLE QUALIFICATIONS:</b></p> <ul style="list-style-type: none"><li>• Proficiency in Computers</li></ul> |

|                                  |   |
|----------------------------------|---|
| <b>Nature of duties in brief</b> | Planning and implementation of activities, monitoring, evaluation, training, demonstration, coordinating with implementing agencies, and other related activities.<br>Assisting the Chief Executive in implementation of various schemes and activities including Pradhan Mantri Matsya Sampada Yojna, various NFDB projects etc., and any other works as entrusted by the Competent Authority. |
|----------------------------------|---|

**EXECUTIVE DIRECTOR (TECHNICAL)**

|  |   |
|--|---|
| <b>Sl. No</b>  | 2   |
| <b>Name of the Post</b>  | Executive Director (Technical)  |
| <b>No. of vacancies</b>  | 01  |
| <b>Place of Posting</b>  | NFDB-ERC, Bhubaneswar   |
| <b>Age Limit</b>   | 56 years for deputation as on closing date of application   |
| <b>Method of Recruitment</b>   | Deputation  |
| <b>Period of deputation</b>  | 03 Years  |
| <b>Pay Scale</b>   | PB-4, Rs.37400-67000 & GP-Rs.8700<br>(Level 13 of 7 <sup>th</sup> CPC revised)  |
| <b>Educational Qualifications and Experience prescribed for the post</b> | <p style="text-align: center;"><b>C. ESSENTIAL QUALIFICATIONS:</b></p> <p>Officers of the Central Govt/State Government/ Universities/ recognized Research Institutes/Semi-Govt. or autonomous or statutory organizations: -</p> <p><b>(b) Experience</b></p> <p>(iv). Holding analogous posts on a regular basis in the parent cadre/ department, <b>(or)</b></p> <p>(v). With five years' service in the post carrying PB 3: Rs.15600-39100+ Grade Pay of Rs.7,600/- (Level 12 of 7<sup>th</sup> CPC) <b>(or)</b></p> <p>(vi). With ten years' service in the post carrying PB 3: Rs.15600-39100+ Grade Pay of Rs.6,600/- (Level 11 of 7<sup>th</sup> CPC) or equivalent in the parent cadre/department</p> <p style="text-align: center;"><b>AND</b></p> <p><b>(b) Educational Qualifications</b></p> <p>Possessing the Master's Degree in Fisheries Science/ Aquaculture/ Zoology with specialization in Fisheries/ Marine Biology/Industrial Fisheries/ Aquaculture Engineering/ Civil Engineering/ Economics.</p> |

|                                  |  |
|----------------------------------|--|
|                                  | <p><b>D. DESIRABLE QUALIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>• Proficiency in Computers</li> </ul>  |
| <b>Nature of duties in brief</b> | <p>Planning and implementation of activities, monitoring, evaluation, training, demonstration, coordinating with implementing agencies, and other related activities.</p> <p>Assisting the Chief Executive in implementation of various schemes and activities including Pradhan Mantri Matsya Sampada Yojna, various NFDB projects etc., and any other works as entrusted by the Competent Authority.</p> |

**SENIOR EXECUTIVE (FINANCE & ADMIN)**

|  |   |
|--|---|
| <b>Sl. No</b>  | <b>3</b>  |
| <b>Name of the Post</b>  | Senior Executive (Finance & Admin)  |
| <b>No. of vacancies</b>  | 01  |
| <b>Place of Posting</b>  | Hyderabad   |
| <b>Age Limit</b>   | 56 years for deputation as on closing date of application   |
| <b>Method of Recruitment</b>   | Deputation  |
| <b>Period of deputation</b>  | 03 Years  |
| <b>Pay Scale</b>   | PB 3: Rs.15600-39100+ Grade Pay of Rs.6,600/- (Level 11 of 7th CPC revised)   |
| <b>Educational Qualifications and Experience prescribed for the post</b> | <p><b>A. ESSENTIAL QUALIFICATIONS:</b></p> <p>Officers of the Central Govt/State Government/ Universities/ recognized Research Institutes/Semi-Govt. or autonomous or statutory organizations: -</p> <p><b>(a) Experience</b></p> <p>(i). Holding analogous posts on a regular basis in the parent cadre/Department; <b>(or)</b></p> <p>(ii). With five years' service in the post carrying PB 3: Rs.15600-39100 + Grade Pay of Rs.5,400/- (Level 10 of 7th CPC) <b>(or)</b></p> <p><b>(iii).</b> With seven years' service in the pay scale of grade Pay Rs.4600/- (Level 7 of 7th CPC) in the parent cadre/department or equivalent in the parent cadre/department</p> <p><b>AND</b></p> <p><b>(b) Educational Qualifications</b></p> |

|                                  |  |
|----------------------------------|--|
|                                  | Possessing the Bachelor's Degree in Arts/ Commerce/ Science/ Statistics/ Management/ Business Administration/ Computer Application from a recognized University.   |
|                                  | <b>B. DESIRABLE QUALIFICATIONS:</b> <ul style="list-style-type: none"> <li>• Proficiency in Computers</li> </ul>   |
| <b>Nature of duties in brief</b> | Assisting with preparation of financial statements, maintaining cash controls, supervising the payroll and personnel administration, purchasing, maintaining accounts payable and managing office operations and must be fully conversant with the government rules and regulations / office procedures pertaining to administration, accounts, stores, purchases and maintenance.<br>He/ She shall assist the Administration in matters pertaining to Executive Committee, the Governing Body and other committees. |

#### SENIOR EXECUTIVE (TECHNICAL)

|  |   |
|--|---|
| <b>Sl. No</b>  | <b>4</b>  |
| <b>Name of the Post</b>  | Senior Executive (Technical)  |
| <b>No. of vacancies</b>  | 01  |
| <b>Place of Posting</b>  | Hyderabad   |
| <b>Age Limit</b>   | 56 years for deputation as on closing date of application   |
| <b>Method of Recruitment</b>   | Deputation  |
| <b>Period of deputation</b>  | 03 Years  |
| <b>Pay Scale</b>   | PB 3: Rs. 15600-39100+ Grade Pay of Rs. 6,600/-<br>(Level 11 of 7th CPC revised)  |
| <b>Educational Qualifications and Experience prescribed for the post</b> | <b>A. ESSENTIAL QUALIFICATIONS:</b><br><br>Officers of the Central Govt/State Government/ Universities/ recognized Research Institutes/Semi-Govt. or autonomous or statutory organizations: -<br><b>(c) Experience</b><br>(i). holding analogous posts on a regular basis in the parent Department/Board/PSU of State or Central Government <b>(or)</b><br>(ii). With five years' service in the post carrying PB 3: Rs.15600-39100+ Grade Pay of Rs.5,400/- (Level 10 of 7th CPC) <b>(or)</b><br><b>(iii).</b> With seven years' service in the pay scale of grade Pay Rs.4600/- (Level 7 of 7th CPC) in the |

|                                  |   |
|----------------------------------|---|
|                                  | parent cadre/department or equivalent in the parent cadre/department<br><br><b>AND</b><br><b>(b) Educational Qualifications</b><br>Possessing the Master's Degree in Fisheries Science/ Aquaculture/ Zoology with specialization in Fisheries/ Marine Biology/ Industrial Fisheries/ Aquaculture Engineering/ Civil Engineering/ Economics.   |
|                                  | <b>C. DESIRABLE QUALIFICATIONS:</b><br>• Proficiency in Computers   |
| <b>Nature of duties in brief</b> | <ul style="list-style-type: none"> <li>• Preparation of plans, programmes for effective implementation of various schemes.</li> <li>• Assisting the Executive Directors in implementation of various schemes and activities including Pradhan Mantri Matsya Sampada Yojna, various NFDB projects etc.,</li> <li>• Monitoring of project related activities;</li> <li>• Recommendation for release of funds;</li> <li>• Data management with respect to physical and financial progress of activities<br/>and</li> <li>• Any other works as entrusted by the Competent Authority.</li> </ul> |

#### **SENIOR EXECUTIVE (TECHNICAL)**

|                              |  |
|------------------------------|--|
| <b>Sl. No</b>                | <b>5</b>   |
| <b>Name of the Post</b>      | Senior Executive (Technical)   |
| <b>No. of vacancies</b>      | 01   |
| <b>Place of Posting</b>      | NFDB-ERC, Bhubaneswar  |
| <b>Age Limit</b>             | 56 years for deputation as on closing date of application                        |
| <b>Method of Recruitment</b> | Deputation   |
| <b>Period of deputation</b>  | 03 Years   |
| <b>Pay Scale</b>             | PB 3: Rs. 15600-39100+ Grade Pay of Rs. 6,600/-<br>(Level 11 of 7th CPC revised) |



|  |  |
|--|--|
| <p align="center"><b>Educational Qualifications and Experience prescribed for the post</b></p> | <p><b>B. ESSENTIAL QUALIFICATIONS:</b></p> <p>Officers of the Central Govt/State Government/ Universities/ recognized Research Institutes/Semi-Govt. or autonomous or statutory organizations: -</p> <p><b>(d) Experience</b></p> <p>(iv). holding analogous posts on a regular basis in the parent Department/Board/PSU of State or Central Government <b>(or)</b></p> <p>(v). With five years' service in the post carrying PB 3: Rs.15600-39100+ Grade Pay of Rs.5,400/- (Level 10 of 7th CPC) <b>(or)</b></p> <p><b>(vi).</b> With seven years' service in the pay scale of grade Pay Rs.4600/- (Level 7 of 7th CPC) in the parent cadre/department or equivalent in the parent cadre/department</p> <p align="center"><b>AND</b></p> <p><b>(b) Educational Qualifications</b></p> <p>Possessing the Master's Degree in Fisheries Science/ Aquaculture/ Zoology with specialization in Fisheries/ Marine Biology/ Industrial Fisheries/ Aquaculture Engineering/ Civil Engineering/ Economics.</p> <p><b>D. DESIRABLE QUALIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>• Proficiency in Computers</li> </ul> |
| <p><b>Nature of duties in brief</b></p>  | <ul style="list-style-type: none"> <li>• Preparation of plans, programmes for effective implementation of various schemes.</li> <li>• Assisting the Executive Directors in implementation of various schemes and activities including Pradhan Mantri Matsya Sampada Yojna, various NFDB projects etc.,</li> <li>• Monitoring of project related activities;</li> <li>• Recommendation for release of funds;</li> <li>• Data management with respect to physical and financial progress of activities and</li> <li>• Any other works as entrusted by the Competent Authority.</li> </ul>  |

**Executive (Tech)**

|   |   |
|---|---|
| <p align="center"><b>Sl. No</b></p>           | <p align="center"><b>6</b></p>              |
| <p align="center"><b>Name of the Post</b></p> | <p align="center">Executive (Technical)</p> |
| <p align="center"><b>No. of vacancies</b></p> | <p align="center">01</p>                    |
| <p align="center"><b>Place of Posting</b></p> | <p align="center">Hyderabad</p>             |

|  |   |
|--|---|
| <b>Age Limit</b>   | 56 years for deputation as on closing date of application   |
| <b>Method of Recruitment</b>   | Deputation  |
| <b>Period of deputation</b>  | 03 Years  |
| <b>Pay Scale</b>   | PB 2: Rs. 9300-34800+ Grade Pay of Rs. 4,600/-<br>(Level 07 of 7th CPC revised)   |
| <b>Educational Qualifications and Experience prescribed for the post</b> | <p><b>A. ESSENTIAL QUALIFICATIONS:</b></p> <p>Officers of the Central Govt/State Government/ Universities/ recognized Research Institutes/Semi-Govt. or autonomous or statutory organizations: -</p> <p><b>a) Experience</b></p> <p>(i) holding analogous posts on a regular basis in the parent Department/Board/PSU of State or Central Government <b>(or)</b></p> <p>(ii) With five years' service in the post carrying PB 2: Rs. 9300-34800 + Grade Pay of Rs. 4200/- (Level 6 of 7<sup>th</sup> CPC or equivalent in the parent cadre/ department,</p> <p><b>AND</b></p> <p><b>(b) Educational Qualifications</b><br/>Possessing the Master's Degree in Fisheries Science/ Aquaculture/ Zoology with specialization in Fisheries/ Marine Biology/ Industrial Fisheries/ Aquaculture Engineering/ Civil Engineering/ Economics.</p> |
|  | <p><b>b) DESIRABLE QUALIFICATIONS:</b></p> <ul style="list-style-type: none"> <li>• Proficiency in Computers</li> </ul>   |
| <b>Nature of duties in brief</b>   | <ul style="list-style-type: none"> <li>• Preparation of plans, programmes for effective implementation of various schemes.</li> <li>• Assisting the Executive Directors in implementation of various schemes and activities including Pradhan Mantri Matsya Sampada Yojna, various NFDB projects etc.,</li> <li>• Monitoring of project related activities;</li> <li>• Recommendation for release of funds;</li> <li>• Data management with respect to physical and financial progress of activities and</li> <li>• Any other works as entrusted by the Competent Authority.</li> </ul>   |

## PROFORMA

**(Please the proforma fill in Block letters)**

APPLICATION FOR THE POST OF \_\_\_\_\_ on Deputation Basis

|   |               |  |   |
|---|---------------|--|---|
| 1 | Name          |  | <b><u>Affix recent<br/>passport size<br/>photograph</u></b> |
|   | Address       |  |   |
|   | Mobile Number |  |   |
|   | E-mail        |  |   |

|   |   |   |
|---|---|---|
| 2 | Date of Birth (in Christian era):   |   |
| 3 | i)Date of entry into Govt. Service  |   |
|   | ii)Date of retirement under Central/State Government Rules  |   |
| 4 | Educational Qualifications:   |   |
|   | Whether educational and other qualification required for the post are satisfied:<br>(If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same). |   |
|   | <b>Qualification/experience required as mentioned in the advertisement/ vacancy circular</b>  | <b>Qualification/experience Possessed by the Officer</b>              |
|   | <b>Essential</b><br>A) Experience<br><br>B) Educational Qualification   | <b>Essential</b><br>A) Experience<br><br>B) Educational Qualification |
|   | <b>Desirable</b><br>•   | <b>Desirable</b><br>•   |
|   | Please state clearly whether in the light of entries made by you above, you meet the requirements for the post  |   |

6. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

| Office/<br>Institution/<br>Organization | Post held | From | To | Pay Band<br>and<br>Grade<br>Pay/Pay<br>Scale of<br>the post<br>held | Nature of<br>appointment<br>i.e. whether<br>regular/ ad-<br>hoc/<br>deputation | Nature of<br>duties |
|---|-----------|------|----|---|--|---------------------|
|   |           |      |    |   |  |                     |
|   |           |      |    |   |  |                     |
|   |           |      |    |   |  |                     |
|   |           |      |    |   |  |                     |

|   |   |                  |
|---|---|------------------|
| 7   | Name of the post held, substantively, if any, and the scale of pay thereof:   |                  |
| 8   | Present pay and date from which it is drawn (scale/pay band & grade pay in which drawn also to be indicated)  |                  |
| 9   | Additional details about present employment<br>Please state whether working under: -<br>(a) Central Government<br>(b) State Government<br>(c) Autonomous Organizations<br>(d) Government Undertakings<br>(e) Universities |                  |
| 10  | Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.  |                  |
| 11  | In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization 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)   | Total Emoluments |
|   |   |                  |

|    |   |  |
|----|---|--|
| 12 | Whether the officer satisfies all the conditions prescribed for the post viz. qualification, experience and service in analogous posts. |  |
| 13 | Remark, if any  |  |

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

Countersigned  
Address  
(Employer)

**Certification by the Employer / Cadre Controlling Authority**

[while forwarding the, application]

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 vacancy Circular, if selected, he/she will be relieved immediately.

2. Also certified that

- (i). There is no vigilance /disciplinary case is pending or contemplated against Shri/Smt/Kum\_\_\_\_\_ and his/her integrity is beyond doubt.
- (ii). His/Her CR Dossier in original is enclosed/photocopies of the APARs 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.

**Countersigned**

**(Employer/Cadre Controlling Authority with Seal)**