

Digital India Corporation

Application for the Post of.....

Part - I

Proforma for Application

Affix one copy of recent passport Size photograph
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Each column should be filled. Digital India Corporation may not consider this application, unless all columns have been filled.

1. Name of the Applicant: (Surname First)																			
2. Fathers' name																			
3. Mothers' name:																			
4. Name of the Spouse: (in case of married applicants)																			
5. Date of Birth					6. Sex					7. Nationality					8. Marital Status				
d	d	m	m	y	y	Y	y	M		F									
9	Category (please tick)				GEN		SC		ST		OBC								
10. Permanent Address with pincode:																			
Phone Nos. (with STD Codes) (Office)																			
(Residence)																			
(Mobile)																			
Fax					E-mail														
11. Address for Correspondence with pin code:																			
Phone Nos. (with STD Codes) (Office)																			
(Residence)																			
(Mobile)																			
12. Have you been interviewed for recruitment in any post in Digital India Corporation earlier? If yes, for which position & Year:																			

13. Academic & Professional Qualifications (beginning with the latest qualification and up to SSC)

Examination / Degree	Name of the Institute/ Board University	Main Subject(s) / Specialization	Year of Passing	Percentage of marks in aggregate and Division	Rank / Distinction, if any

14. Fields of specialization:

15. Are you employed in any Govt./Semi-Govt./Public Sector Undertaking/ Autonomous Bodies.

Yes No

If 'Yes', the application should be forwarded through proper channel or NOC to be produced at the time of interview.

16. Details of present employment:

i) Name of the organization with address:

ii) Designation of the post held

iii) Total salary if on CTC/Consolidated basis:

iv) Any other emoluments/benefits
(other than salary) available:

v) Any other relevant information:

17. Work Experience (Latest First): (Please use additional sheets, if required)

Name and Nature of the Organization	Designation & Grade	Total Salary drawn	Period of Service		Role of Applicant and Significant Contributions
			From	To	

18. Details of Experience Relevant to the Post applied for: (Please use additional sheets, if required)

S.No.	Type of Experience	Details of Experience with specific achievements. Also Please specify timelines.

19. Field of specialization, summary of R&D and other work done with list of patents, Publications and reports, if any (one set of reprints to be furnished, if available)

(Use extra page if space is insufficient)

20. Association & Affiliation with Professional Bodies :

(Use extra page if space is insufficient)

21. Any significant achievements during your career which may support your candidature for consideration to the position.

(Use extra page if space is insufficient)

22. Why do you think you are suitable for the position?

(Use extra page if space is insufficient)

23. Please furnish two professional references

- **References from relatives, friends, etc. should be avoided.**

(1) Name:

Fax Number

Address:

E-mail :

How does referee know you:

Tel. No.: (Off.)

(Res.)

(Mobile)

(2) Name:	Fax Number	
Address:	E-mail :	
Tel. No.: (Off.)	(Res.)	(Mobile)
	How does referee know you:	

Declaration:

1. I certify that all information provided in this application is true, complete and correct to the best of my knowledge and belief. I understand that any false information or omission of information may disqualify me from consideration for employment and may result in dismissal from the job, if discovered at a later date.
2. I understand that this application does not create a contract of employment nor guarantee for employment.
3. I have read and understood the above declaration before signing this.

Place:

Date:

Signature of the Applicant

Note: Please DO NOT attach any ORIGINAL Certificates. However, copies of Certificates in support of Educational Qualifications, Age, Experience, Current Employment and Salary SHOULD BE ATTACHED with the Application Form. Testimonials in originals shall be required to be produced, if called for, at the time of interviews.

Part - II

(To be filled in by the Competent Authority in the case of candidates who are presently working in Government/ PSUs/ Autonomous Organizations only)

Certified that:-

- i) The information given above by the officer is correct.
- ii) No vigilance/ disciplinary proceedings are either pending or contemplated against the above mentioned officer.

Signature: _____

Name : _____

Designation: _____

Date: _____

Department: _____