

**APPLICATION PROFORMA FOR THE POST OF FINANCE OFFICER ON
DEPUTATION/TENURE BASIS IN INDIAN INSTITUTE OF FOREIGN TRADE, DELHI
CAMPUS**

1. Name & Designation :
2. Date of Birth :
3. Gender :
4. Nationality :
5. Category (SC/ST/OBC/
GEN/PWD/EWS) :
6. Address for communication :
7. Date of appointment in the :
present post
8. Date of Superannuation :
9. Educational qualifications :



S. No.	Exams passed	Board/University	Year	Division	Percentage (%)	Subjects

10. Mobile No. :
11. E-mail ID :

12. Whether any penalty/punishment imposed on you :
(if yes, please give details)

13. Details of employment in the chronological order. Enclose a separate sheet duly authenticated by the Department, if space below is insufficient.

Department / Office/ Institution/ Organization	Post held	From	To	Pay Level as per 7 th CPC and basic pay	Nature of duties performed

14. Details of courses/training programs attended, if any:

15. Languages known :

16. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if required.

(Signature of the candidate)

Place:

Date:

It is certified that the particulars furnished are correct and no disciplinary case is either pending or contemplated against the officer and no penalty, major or minor, was imposed on the officer during the last 10 years (or as the case may be) and his/her integrity is beyond doubt.

Signature of the Head of Department