

**APPLICATION PROFORMA FOR ASSISTANT ADMINISTRATIVE OFFICER&ASSISTANT AT ICAR-
CENTRAL INSTITUTE OF TEMPERATE HORTICULTURE, SRINAGAR**

FUNCTIONAL GROUP

1	Name of the Applicant	
2	Father's/Husband's Name	
3	Gender Male/Female	
4	Date of Birth & Age	
5	Name of the ICAR/other than ICAR Institute where applicant is working at present	
6	Name of the post Category & discipline to which initially appointed with date	
7	Present post held on regular basis with date of assessment promotion	
8	Date of confirmation/post held substantively	
9	Educational Qualification	
10	Whether belongs to UR/SC/St/OBC/PH/EWS	
11	Email address (preferably ICAR email ID/Other than ICAR and mobile number	
12	Reasons of transfer (pl specify Max 100 words and attach necessary documents (if any) Spouse ground(whether employed in ICAR or --any other Central Govt/state. Autonomous us PSE if yes please attach a copy of self attested ID proof issued by the concern department Medical ground self or any family member Family defined under (CGHS/.CS(MA Rules) Other, if any (give details)	
13	Service Details(Name of the institute post Held period. Nature of duties performed)	

Declaration

I do hereby declare and certify that the information furnished by me is correct and true to best of my knowledge and belief, In the event of any information found false or incorrect at any time before or after the selection, action may be taken against me and I shall be abide by the decision of the Director, ICAR-CITH, Srinagar.

Place:

Signature of the Applicant with date.

Date:

Certificate furnished by the Head of the office

1. It is certified that particulars furnished by the applicant at Sl. No. 01 to 13 have been verified from the Service Book. Records(s) and found correct.
2. His/Her APAR (attended copies for the last five years are enclosed herewith)
3. Certified that No Vigilance or Disciplinary cases is pending or contemplated against him/her
4. Certified that no minor major penalty has been imposed on him/her

Head of Office Signature

with Seal and Signature