

**Application for the Position of Section Officer / Assistant Section Officer (HR)
in Government eMarketplace (GeM) on deputation basis**

1. Post Applied For:

2. Personal Details:

- **Name (in full):**
- **Father's Name:**
- **Gender:** Male / Female / Transgender:
- **Nationality:**
- **Date of Birth (dd/mm/yyyy):**
- **Age as on date of application:**
- **Marital Status:**

3. Contact Information:

- **Address for Correspondence:**
- **Phone Numbers:**
 - Office:
 - Residence:
- **Email ID:**

4. Academic & Professional Qualifications:

Name of Institute / Board / University	Year of Passing	Exam/Degree	Aggregate Percentage & Division	Remarks

5. Experience Details:

- **Total Experience (in years and months):**
- **Experience in Public Procurement (in years and months):**

6. **Employment History (in chronological order):**

Sl. No.	Office / Organization	Post Held	Duration	Pay Level & Basic Pay	Nature of Duties/Responsibilities	Specific Achievements (if any)

7. **Relevant Training Programs Attended:**

- [List of training programs]

8. **Special Achievements:**

- [Details of any special achievements]

9. **Current Position Details:**

- **Designation:**
- **Date from which held:**
- **Scale of Pay (Pay Level):**
- **Present Pay Drawn:**
- **Status of Current Post:** Regular / Tenure / Deputation / Temporary / Permanent / Officiating / Ad-hoc (Please specify and mention since when)

10. **If on Deputation, provide additional details:**

- **Details of Regular Post Held:**
- **Scale of Pay:**
- **Since When Held:**
- **Period of Deputation/Contract:**
- **Name of Parent Office/Organization:**

11. Present Employment Details:

- **Working Under:**
 - Central Government
 - State Government
 - PSU
 - Autonomous Body
 - Other (Please specify)

12. Remarks:

- **Research Publications, Reports, and Special Projects:**
- **Awards/Scholarships/Official Appreciation:**
- **Affiliations with Professional Bodies/Institutions/Societies:**
- **Any Other Information:**

13. Willingness to Work in Delhi:

- Yes / No

14. Acquaintance with GeM Personnel:

- Do you know anyone in Government e-Marketplace (GeM)?
 - Yes / No
- If Yes, please provide the Name & Designation of the GeM Officer:

Declaration:

I hereby solemnly declare and undertake that all information furnished by me is true, correct, and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect, or misleading, then my candidature/appointment/services will stand cancelled/terminated without assigning any reasons thereof.

Date:

Signature:

Place:

To be filled up by the cadre controlling authority

Office of

F.No.....

Date:.....

1. The applicant Shri/Smt./Ms if selected, will be relieved immediately.
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/advertisement.
4. Integrity of the applicant is certified as 'Beyond Doubt'.
5. No Vigilance case is pending / contemplated against the Officer.
6. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
7. Attested photocopies of up-to-date ACRs/APARs for the last 5 years are enclosed. Photocopies of ACRs/APARs have been attested on each page by an officer not below the rank of Under Secretary or equivalent.

Signature.....

Name, Designation & Tele of the forwarding officer

(Office Stamp)

Date:

Place: