

BIO DATA PROFORMA

- 1. Name of the Applicant (in block letters) :
- 2. Father's Name :
- 3. Date of Birth (in Christian era) :
- 4. Address for correspondence :
- 5. Telephone No. if any :
- 6. Educational Qualification :
- 7. Details of Employment for past 5 years, :
in chronological order:

Office/Instt./Orgn	Post held (Ad-hoc/ temporary/permanent	Scale of Pay	From	To	Nature of duties

- 8. In case the present employment is held on deputation/
Contract basis, please state- :
 - a) The date of initial appointment
 - b) Period of appointment on deputation/contract
 - c) Name of the parent office/organization to which you belong
- 9. Additional details about present employment :
Please state whether working under Central/State Government/
Autonomous Organizations or other category :
- 10. Are you in revised Scale of Pay ? If yes, give the :
Date from which the revision took place and also
Indicate the pre-revised scale
- 11. Total emoluments per month now drawn :
- 12. Additional information, if any, which you would :
like to mention in support of your suitability for the post

Signature of Candidate
Address

Date:

CERTIFICATE

(To be filled in by the authority forwarding the application)

Certified that

- i) The particulars furnished by the candidates have been checked from available records and found correct.
- ii) It has been verified that the candidate is eligible as per conditions mentioned in the circular.
- iii) No vigilance/departmental case is either pending or being contemplated against the candidate.
- iv) Photocopy of up-to-date CR dossiers of the candidates for the last 5 (Five) years are also enclosed.
- v) There is no doubt about the integrity of the candidate.
- vi) In the event of the selection of the candidate, this organization shall have no objection to relieve him.

Date:

Place:

Encl:(As above)

Signature:
Designation
Address
Telephone No.
(Office Seal)

ANNEXURE

ANDAMAN AND NICOBAR ISLANDS
INTEGRATED DEVELOPMENT CORPORATION LIMITED
(ANIIDCO)

Sl. No	Details of Post	Minimum qualification/ Method of Recruitment	In case of Recruitment by deputation/ transfer grades from which deputation to be made	No. of vacancies	Place of employment	Period of deputation
1	2	3	4	5	6	7
1.	<p>Sr. Assistant/ Shop Incharge.</p> <p>Pay Band of Rs. 5200-20200 + Grade Pay Rs.2400/</p> <p>Whether educational qualifications prescribed for the direct recruitment will apply in case of deputationist Yes</p>	<p>i) Degree from a recognized University or equivalent.</p> <p>ii) Desirable : Degree with Commerce</p> <p><u>Method of Recruitment by deputation</u></p>	<p>By Transfer on deputation from Officers of Central, UT or State Govt. Central, UT or State Corporation holding analogous posts in the grade of Rs. 4000-6000(pre-revised) or with 8 years service in the grade of Rs. 3050-4590 (pre-revised) with necessary educational qualifications.</p>	<p>Preparing a panel of about 10 persons</p>	<p>Division/ Units of ANIIDCO spread over A&N Islands including Southern Groups.</p>	<p>Initially for a period of one year. Ordinarily not exceeding 5 years.</p>

ANDAMAN AND NICOBAR ISLANDS
INTEGRATED DEVELOPMENT CORPORATION LIMITED
(ANIIDCO)

It is proposed to fill up the post of Senior Assistant in the Pay Band of Rs. 5200-20200 + Grade Pay Rs.2400/ in ANIIDCO, Port Blair by **deputation** on usual terms and conditions from the officials of the Central or State Govt. or Central or State Government Undertakings:-
Essential Requirements for the post of:

1. Senior Assistant:

- a) holding analogous posts in the scale of pay of Rs. 4000-6000 (pre-revised) **or** With 8 years service in the grade of Rs.3050-4590 (pre-revised).
- b) Possessing educational qualifications as under:-
 - 1. Degree from a recognized University or equivalent.
 - 2. Desirable: Degree with commerce.

Applications along with Bio-data be forwarded in the prescribed Proforma addressed to the General Manager, ANIIDCO, Post Box No. 180, Port Blair-744101 to reach **on or before 14th August, 2009** in a sealed envelope superscripting "Application for the post of "Senior Assistant" duly countersigned by the present employer along with photo copies of last five years ACR's, Vigilance Clearance and Integrity Certificates. Applications of those officials against whom disciplinary/Vigilance cases are pending or contemplated need not be forwarded. Applications received directly or after due date from the employers shall not be entertained. The detailed proforma and the provisions of the Recruitment Rule can be downloaded from the website: www.and.nic.in.

General Manager

