

14. In case the present employment is held on deputation basis, please state: (a) The date of initial appointment on deputation basis: _____ (b) Period of appointment on deputation: _____ (c) Name and address of the parent organization to which you belong: _____ (d) Name of the post and pay scale with DA pattern held by you on regular basis. Data (in dd/mm/yyyy format) from when such post held may also be indicated (In case the pay scale under CDA pattern has been revised as per the 6th CPC recommendations, please clearly indicate the Pay Band and the Grade Pay): _____ (e) Whether the parent department is (a) Central Government (b) State Government (c) Central/State Government Public Sector Undertaking (d) Central/State University (e) Central/State Autonomous Body: _____ (f) Whether applied earlier for the similar post in NHAI in the last one year, if so, details of the post applied for, date of application and date of interview, if any.

15. (a). Additional Information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement. Enclose a separate sheet if the space is insufficient. Attach document in support of your claim)

(b). Additional details about present employment. Please state whether working under (a) Central Government (b) State Government (c) Central/State Government Public Sector Undertaking (d) Central/State University (e) Central/State Autonomous Body:

(c). Remarks (The candidates may indicate with regard to (i) Research publications and Reports and Special Projects (ii) Awards, Scholarship/Official Appreciation, (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other relevant information. Enclose a separate sheet if the space is insufficient. Attach document in support of your claim)

(d) Languages known. (Read, write, speak and understand)

16. Are you in a revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale along with the DA pattern.

17. Age of retirement applicable in parent Department: _____

18. Your date of retirement in the parent department: _____

19. Contact details of the officer(s) in personnel/HR/ Admn. Deptt. who could be contacted regarding the ACRs/ NOC/ Vigilance clearance, etc. Name: _____ Designation: _____ Address (with PIN code): _____ Tel. No / Fax No / E-mail ID: _____

20. Details of computer knowledge: Language(s) known and application software used: _____

21. Details of service in NHAI on deputation basis: _____

(To be certified by Admn. Div. of NHAI)

S. No.	Name of post	Tenure / period with dates in dd/mm/yyyy format		Scale of pay	Place (s) of posting	Nature of duties/ work(s) handled
		From	To			

DECLARATION

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

I also hereby solemnly declare and undertake that all information furnished by me are 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: _____

VERIFICATION

(To be completed by the parent department)

It is certified that the particulars given by the candidate in his/her application, especially column No. 09 and 10 regarding the details of educational qualification and relevant experience, have been verified from the service records and are true, correct and complete.

Date: _____ Signature: _____

Place: _____ Name: _____

Designation: _____

Official Seal: _____ Address: _____ Tel No. _____

OTHER CONDITIONS (DEPUTATION):

- The Department/Organization concerned while forwarding the application -
 - Shall enclose attested copies of Annual Confidential Reports for the last eight years along with a disciplinary/vigilance clearance certifying that no penalty is imposed against the officer for last eight years.
 - Certify that the particulars given by the candidates in their application especially column No.09 & 10 regarding the details of relevant experience have been verified from the service records and are true, correct and complete for the post applied for.
- Applications not submitted in the prescribed format or incomplete in any respect shall be liable for summary rejection.
- If a large number of applications are received, only those candidates who are short listed on the basis of qualifications, experience, tenure and level of service in the relevant field shall be considered for selection/called for interview.
- The post carry all India service liability. Therefore, only those who are willing to serve anywhere in India may apply.
- Candidates who are more than 56 years of age (unless relaxed for specifically) and those who are due to retire from their parent cadres with in two years as on closing date for receipt of application need not apply.
- Regular employees of NHAI, who fulfill the eligibility conditions prescribed for promotion to the above-mentioned post, as on the last date for receipt of applications, may also apply. In case they are selected, their appointment will be on promotion basis as per the guidelines (Regulations) on the subject.
- Candidates initially appointed on deputation basis may be considered for absorption later on in accordance with the policies and requirements of NHAI.
- The advertisement can be withdrawn at any time depending upon discretion of the competent authority.

APPLICATION FORMAT FOR THE POST OF _____ ON DEPUTATION

Name of the Candidate (in Block letters) _____

Father's/Husband's Name _____

Date of Birth (in dd/mm/yyyy format) (Christian era) _____

Permanent Address (with PIN code) _____

Address for Correspondence (with PIN code) _____

Phone Numbers (Office, Residence & Mobile) along with Fax Number, if any _____

(a) Religion _____ (b) Whether belong to Minority Community _____

(a) Whether belong to SC/ST/OBC _____ (b) Whether Physically Disabled _____

Gender: Female/Male

Details of Educational Qualifications from Matriculation onwards:

a.	Examination passed	Year of passing	Name of College/ Institute	University/ Board	Main subjects	Remarks (% of marks, Division etc)

0. Details of experience (in chronological order). Enclose a separate sheet, duly authenticated by your signatures, if the space below is insufficient:

a.	Name of organization	Post held with dates (in dd/mm/yyyy format)	Whether on regular or adhoc or deputation or contract basis	Period of tenure with dates (in dd/mm/yyyy format) From:..... To:.....	Brief description of duties	Scale of pay and current basic pay (In case the pay scale under CDA pattern has been revised as per the 6 th CPC recommendations, please clearly indicate the Pay Band and the Grade Pay)	Whether scale of pay is on CDA or IDA pattern	Details of experience in the relevant field (with dates in dd/mm/yyyy format)

1. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same).

	Qualifications/Experience Required for the post	Qualifications/Experience possessed by the officer
Essential Education Qualification:		
Desirable Education Qualification:		
Essential Experience:		
Desirable Experience:		

2. Please state clearly whether in the light of entries made above, the requirement of the post are met or not: _____

3. Nature of present employment (i.e. Adhoc, temporary, deputation, permanent or contract basis): _____