

| <b>BIO-DATA / CURRICULUM VITAE PROFORMA</b><br><b>(While applying on Deputation basis)</b> |   | Affix your recent<br>passport size<br>photograph duly self<br>attested<br>by signing<br>across in full |
|--|---|--|
| <b>Advertisement No:</b>   |   | <b>Post applied for:</b> _____   |
| 1.   | Name (In Capital Letters)   |  |
| 2.   | Correspondence address  |  |
| 3.   | Date of Birth (in Christian Era)  |  |
| 4.   | Date of Retirement under Central Govt. Rules.   |  |
| 5.   | Educational Qualifications<br>(Starting from highest qualification to lowest.<br>Encloses a separate sheet, duly authenticated<br>by your signature, if the space below is<br>insufficient)   |  |
| 6.   | Do you hold analogous post on regular basis<br>in the parent cadre or department/Ministry   |  |
| 7.   | Have you rendered the required number of<br>years of service in the grade rendered after<br>appointment thereto on regular basis in the<br>relevant Pay Band along with Grade Pay or<br>equivalent in the parent cadre or department. |  |
| 8.   | Do you possess eligibility conditions as<br>indicated in the vacancy circular for which you<br>are applying (Please mention 'Yes' or 'No' as<br>applicable)   |  |
| 9.   | Details of employment in chronological order (Starting from entry in the Service). Encloses a separate sheet, duly authenticated by your signature, if the space below is insufficient)   |  |



| Office / Organization             | Post held with scale of pay   | Period of service              |                                | Nature of appointment (Regular / Ad-hoc / Deputation) | Basic Pay (Revised)                       |                          |           |
|-----------------------------------|---|--------------------------------|--------------------------------|---|---|--------------------------|-----------|
|                                   |   | From                           | To                             |   | Pay in PB                                 | G.P.                     | Basic Pay |
| (1)                               | (2)   | (3)                            | (4)                            | (5)   | (6)                                       | (7)                      | (8)       |
|                                   |   |                                |                                |   |   |                          |           |
|                                   |   |                                |                                |   |   |                          |           |
|                                   |   |                                |                                |   |   |                          |           |
| 10.                               | Nature of present employment i.e. Ad-hoc or Temporary or Permanent  |                                |                                |   |   |                          |           |
| 11.                               | In case the present employment is held on deputation, please state:<br>a) The date of initial appointment<br>b) Period of appointment on deputation<br>c) Name of parent office/Organization to which you belong to |                                |                                |   |   |                          |           |
| 12.                               | 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   |                                |                                |   |   |                          |           |
|                                   | <b>Date</b>   | <b>Pay scale (pre-revised)</b> | <b>Basic Pay (pre-revised)</b> | <b>Date of revision of pay</b>                        | <b>Revised scale of pay and Pay Level</b> | <b>Revised basic pay</b> |           |
|                                   | (1)   | (2)                            | (3)                            | (4)   | (5)                                       | (6)                      |           |
| 13.                               | Total emoluments drawn per month as on the date of applying against this Vacancy Circular.  |                                |                                |   |   |                          |           |
| 14.                               | Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet if the space is insufficient.   |                                |                                |   |   |                          |           |
| 15.                               | Full postal address including PIN Code number of the Forwarding Authority with name, telephone number and E-mail Address of the Forwarding Authority.   |                                |                                |   |   |                          |           |
| 16.                               | Whether belongs to SC/ST  |                                |                                |   |   |                          |           |
| 17.                               | Remarks, if any   |                                |                                |   |   |                          |           |
| <b>Signature of the Candidate</b> |   |                                |                                |   |   |                          |           |
| Name of the Candidate             |   |                                |                                |   |   |                          |           |
| Complete Office Address           |   |                                |                                |   |   |                          |           |
| E-mail address of the candidate   |   |                                |                                |   |   |                          |           |
| Telephone Number of the candidate |   |                                |                                |   |   |                          |           |
| Mobile Number of the candidate    |   |                                |                                |   |   |                          |           |
| Date :                            |   |                                |                                |   |   |                          |           |
| Place:                            |   |                                |                                |   |   |                          |           |

18. Please attach a Statement of Purpose (SOP) not exceeding 1000 words covering the following (Separate sheet may be used)

(a) Why do you wish to join NIFT?

(b) Why do you think you are suitable for the job?

(c) How will you bring value to NIFT?

(d) What has been a significant defining experience in your professional life?

**19. Preference of Campus Choice:**

If selected, preference of Campuses in order:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**Signature of the Candidate**

(Name of the Candidate)

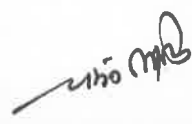


INTEGRITY CERTIFICATE

After scrutinizing the Service records of Shri/Smt./Ms. \_\_\_\_\_ who has applied for deputation / contract to the post of \_\_\_\_\_ NIFT, it is certified that his/her integrity is beyond doubt.

(To be signed by an officer of the rank of Deputy Secretary or above)

|  |  |
|--|--|
| Signature of the Forwarding Authority        |  |
| Name and Designation                         |  |
| Official Seal                                |  |
| Complete Office Address                      |  |
| Email address of the Forwarding Authority    |  |
| Telephone Number of the Forwarding Authority |  |
| Date   |  |



NO PENALTY CERTIFICATE

Certified that no major/minor penalty has been imposed on Shri/Smt./Ms. \_\_\_\_\_, who has applied for deputation to the post of \_\_\_\_\_ in NIFT.

- i. \*No major/minor penalty has been imposed on him/her during the last ten years.
- ii. \*A list of major/minor penalties imposed on him/her during the last ten years is enclosed.

*(\*Strike out which is not applicable)*

|  |  |
|--|--|
| Signature of the Forwarding Authority        |  |
| Name and Designation                         |  |
| Official Seal                                |  |
| Complete Office Address                      |  |
| Email address of the Forwarding Authority    |  |
| Telephone Number of the Forwarding Authority |  |
| Date   |  |

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceeding or criminal proceeding is either pending or contemplated against Shri/Smt./Ms. \_\_\_\_\_, who has applied for deputation / contract to the post of \_\_\_\_\_ in NIFT.

|  |  |
|--|--|
| Signature of the Forwarding Authority        |  |
| Name and Designation                         |  |
| Official Seal                                |  |
| Complete Office Address                      |  |
| Email address of the Forwarding Authority    |  |
| Telephone Number of the Forwarding Authority |  |
| Date   |  |

*Handwritten signature*

CADRE CLEARANCE CERTIFICATE

This office has no objection to Shri/Smt./Ms. \_\_\_\_\_ applying for the post of \_\_\_\_\_ on deputation basis in NIFT. It will be possible to relieve Shri/Smt./Ms. \_\_\_\_\_ from this Office without any delay, in case he/she is selected for the said post of \_\_\_\_\_.

It is also certified that particulars furnished by Shri/Smt./Ms. \_\_\_\_\_ are correct and he/she possesses educational qualification and experience mentioned in the Vacancy Circular.

|  |  |
|--|--|
| Signature of the Forwarding Authority        |  |
| Name and Designation                         |  |
| Official Seal                                |  |
| Complete Office Address                      |  |
| Email address of the Forwarding Authority    |  |
| Telephone Number of the Forwarding Authority |  |
| Date   |  |

**FORWARDING OF APARS FOR LAST FIVE YEARS**

APARs for the last five years duly attested (by an officer not below the rank of an Under Secretary to the Government of India) in respect of Shri/Smt./Ms. \_\_\_\_\_, who has applied for deputation to the post of \_\_\_\_\_ NIFT, are attached herewith.

2- Consolidated grading of APARs is also indicated against each in the table appended below:-

| Sl. No. | Year    | Overall Grading | Reference page no. of APAR | Whether all pages of APAR attached (Yes/No) |
|---------|---------|-----------------|----------------------------|---|
| 1.      | 2017-18 |                 |                            |   |
| 2.      | 2018-19 |                 |                            |   |
| 3.      | 2019-20 |                 |                            |   |
| 4.      | 2020-21 |                 |                            |   |
| 5.      | 2021-22 |                 |                            |   |

**Note:** If due to some administrative reason, APAR of any year is under process/ can not be submitted, then one year previous APAR will be accepted.

|  |  |
|--|--|
| Signature of the Forwarding Authority        |  |
| Name and Designation                         |  |
| Official Seal                                |  |
| Complete Office Address                      |  |
| Email address of the Forwarding Authority    |  |
| Telephone Number of the Forwarding Authority |  |
| Date   |  |

*Handwritten signature/initials*



## राष्ट्रीय फैशन प्रोद्योगिकी संस्थान

### National Institute of Fashion Technology

(A Statutory Institute governed by the NIFT Act 2006 and set up in 1986 under the Ministry of Textiles, Govt. of India)

**निफ्ट कैंपस, हौज़ खास, निकट गुलमोहर पार्क, नई दिल्ली – 110016**

NIFT Campus, Hauz Khas, Near Gulmohar Park, New Delhi-110016

### APPLICATION FOR APPOINTMENT THROUGH DIRECT RECRUITMENT ON CONTRACT BASIS

(All the columns are to be filled neatly in capital letters)

(Please tick appropriate brackets below as applicable)

Affix your recent  
passport size photograph  
duly self attested  
by signing across in full

Advertisement No. \_\_\_\_\_ Post applied for \_\_\_\_\_

|    |   |   |   |
|----|---|---|---|
| 1. | Name of the Applicant<br><i>(in block letters)</i>  |   |   |
| 2. | Gender  | : | Male ( ) Female ( ) Transgender ( )   |
| 3. | Father's/Husband's name   | : |   |
| 4. | Whether citizen of India  | : | Yes ( ) No ( )<br>If yes, whether-Domicile ( ) By birth ( )                                       |
| 5. | NIFT Employee   | : | Yes ( ) OR No ( ),<br>If yes, mention the campus name and post<br>Name of Campus _____ Post _____ |
| 6. | i) Whether Council /<br>Government /<br>Autonomous Bodies /PSU<br>Employee<br>ii) Others (Please specify) | : | i) Yes ( ) No ( )<br>ii) .....  |
| 7. | Correspondence Address with pin<br>code   | : | <br><br><br>Pin code  |
| 8. | Permanent Address with<br>pin code  | : | <br><br><br>Pin code  |
| 9. | Contact Details   | : | Phone No.<br>e-mail:  |

*(Handwritten signature)*

|     |   |                             |   |   |                          |  |   |
|-----|---|-----------------------------|---|---|--------------------------|--|---|
| 10. | Nearest Railway Station   | :                           | :                                       |   |                          |  |   |
| 11. | Date of Birth   | :                           | :                                       | (DD/MM/YYYY)  |                          |  |   |
| 12. | Age as on closing date of application   | :                           | :                                       | Years                  Months                  Days   |                          |  |   |
| 13. | Community (Tick and enclose Attested copy of certificate)   | :                           | :                                       | SC( ) ST( ) OBC( ) PWD( ) UR( ) EWS( )<br>(If PWD, please also tick SC/ST/OBC/UR as applicable) |                          |  |   |
| 14. | Are you related to any NIFT employee, working in any campus/HO on Regular or Contract basis, if so please state:  |                             |   |   |                          |  |   |
|     | Name  | Designation                 | NIFT Campus Where working               | Relationship  |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
| 15. | Particulars of all examinations passed and degrees and technical qualifications Obtained at College, University or other Institutions of technical education (commencing with the Matriculation or equivalent examination): |                             |   |   |                          |  |   |
|     | Sl. No.   | Examination/Degree /Diploma | Name of College/ Institution/University | Year of passing   | Subjects/ Specialization | Percentage of Marks*   |   |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     | Please attach self-attested copy of above examination/degree/diploma/certificates in support of educational/technical qualification   |                             |   |   |                          |  |   |
| 16. | Professional training, if any:  |                             |   |   |                          |  |   |
| 17. | <b>Work Experience</b> , starting from the present employment:<br>(Furnish a resume of work experience with supporting documents, If any, separately)   |                             |   |   |                          |  |   |
|     | Name and address of the employer  | Post held                   | Period From                             | Period To   | Permanent/ /Temporary    | Salary with Grade Pay (as per 6 <sup>th</sup> CPC)/Level as per 7 <sup>th</sup> CPC. | Whether Govt./Autonomous body/statutory body/University/ Institution/Private firm/company |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     |   |                             |   |   |                          |  |   |
|     | <b>Total Experience:</b>  |                             |   |   |                          |  |   |
|     | <b>Please attach document/s in support of work experience failing which experience will not be considered.</b>  |                             |   |   |                          |  |   |
| 18. | Are you under any bond / contractual obligation to serve Central / State Government / PSU / Autonomous or any other body? If yes, give details:   |                             |   |   |                          |  |   |
| 19. | Joining time required from date of offer of appointment, if selected  |                             |   | Minimum:  |                          |  |   |
|     |   |                             |   | Maximum:  |                          |  |   |
| 20. | Details of Honours, Awards, Publications & Patents (Attach assigned separate sheet for details)   |                             |   |   |                          |  |   |

|     |  |      |
|-----|--|------|
| 21. | Any other relevant information<br>(Attach additional sheets)   |      |
| 22. | List of enclosures: Please enclose all passing certificates & marks sheets from class 10th and onwards. For Diploma, Graduation, Post-graduation & other higher qualifications marks sheets of each year is required to be enclosed. Experience Certificates should be in the order specified at serial number 17. |      |
|     | (1)  | (7)  |
|     | (2)  | (8)  |
|     | (3)  | (9)  |
|     | (4)  | (10) |
|     | (5)  | (11) |
|     | (6)  | (12) |

**OBC–Other Backward Class, SC–Scheduled Caste, ST–Scheduled Tribe,  
PWD–PersonwithDisability,UR-Unreserved,EWS-EconomicallyWeakerSection**

23. Please attach a Statement of Purpose (SOP) not exceeding 1000 words covering the following:
- Why do you wish to join NIFT?
  - Why do you think you are suitable for the job?
  - How will you bring value to NIFT?
  - What has been a significant defining experience in your professional life?

**DECLARATION**

i) I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief and nothing has been concealed/distorted. I am aware that, if at any time I am found to have concealed/withheld/distorted any material information, or furnished false particulars, my appointment is liable to be summarily terminated without notice.

ii) I have informed my employer in writing that I am applying for the above post (in case of candidate who is already employed) and shall produce the no objection certificate to attend the interview/ test, if called, and relieving order at the time of joining NIFT, if selected.

**24. Preference of Campus Choice:**

If selected, preference of Campuses in order:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

PLACE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Signature of the Candidate**

(Name of the Candidate)

