

**Biodata: Application for post of (Sr. AO/AAO)**

1.	Name in full (Shri/Smt/Ms)	
2.	Present Post Held	
3.	Permanent Address	
4.	Present Address	
5.	Date of Birth	
6.	Qualifications (i) Educational (ii) Professional	
7.	Office to which the applicant belongs (i) Parent Office (ii) Present Office	
8.	Whether belongs to SC/ST/Neither	
9.	Date of entry into Government Service	
10.	Date of entry in IA&AD	
11.	Proficiency in Computers, Details may be given	
12.	Present Pay and Pay Level	
13.	Details of MACP/Financial upgradation/NFU (I, II or III), if any granted and date of grant of such pay upgradation	
14.	Mobile Number and official email ID	
15.	Experience and knowledge of working in Administration/OE/Logistics & Support/Bills/ Training Section, Field Audit, if any (full details)	Separate Sheets may be added, if needed.

**Latest  
Passport Size  
Photo**

I hereby declare that the above particulars furnished by me are correct and true to the best of my knowledge.

(Signature of the applicant)

It is certified that the above particulars furnished by the official were verified from the service record and found to be correct.

Signature of the Head of the Office (with Stamp)

Place:

Date: