

 **Annexure**

**Application Form for Calling of Volunteers for ONE (01) Post of Chief Technical Officer (CTO) / Chief Finance Officer (CFO), on deputation to Mahanagar Telephone Mauritius Limited (MTML)**

**(a 100% subsidiary of Mahanagar Telephone Nigam Limited)**

(Through proper channel)

Paste Passport size photo

(self attested)

1. Post Applied For : **Chief Technical Officer / Chief Finance Officer**

(please tick the appropriate one)

1. Applicant’s Name (as per Official records) :
2. Father’s/Husband’s Name :
3. Designation :
4. Present Organisation :
5. Staff No. / Employee No. :
6. Category :
7. Date of Birth :
8. Age as on 30.09.2021 :
9. Office Address :

(for correspondence) :

State :

Pin Code

Office Tel (with STD code) :

Res. Tel. (with STD Code) :

1. Mobile Number :
2. Email ID :
3. Recruitment Year :
4. Date of initial appointment :
5. No. of completed years in service as on 30.09.2021 :
6. Basic CDA/IDA Pay as on 30.09.2021 :
7. Level / Grade (as per CDA/IDA) :
8. Educational / Professional Qualification :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Qualification | Name of Institution | Period of Study | Tick the relevant |
| Part Time | Full Time | Corres-Pondence |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |

1. Positions held during the last ten years :

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No. | Designation(complete) | Place of posting and Name of Organization |  PeriodFrom To  | Nature of Duties |
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1. Details of Lien or Deputation, if any, at present or in the past:
2. Statement of APAR Grading (from 2016-17 to 2020-2021):

|  |  |  |
| --- | --- | --- |
| Reporting Year | Reporting Period | Grading / Marking |
|  |  |  |
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1. Whether any punishment / penalty /Inquiry (Civil / Criminal / Departmental) awarded / pending during the last 10 years

 Signature of the applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note :** Please attach a write-up, **not exceeding 3500 characters,** in support of your Candidature, for

reference at the time of interview. The Full form of all abbreviation used must be given in the prescribed

limit of characters.

**DECLARATION TO THE SIGNED BY THE APPLICANT**

I do hereby declare that I meet the mandatory criteria required & I am eligible to apply for the deputation vacancy advertised by MTNL. I undertake that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. I also understand that in the event of any particular information found false or incorrect, my candidature for the above mentioned post ”\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_”, is liable to be rejected or cancelled at any time without any specific notice period.

 Signature of the applicant\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **(To be filled by Controlling Unit maintaining Service Book)**

 The details from S.No.1 to 20 have been verified from the service book.

 **`** Signature & Stamp of verifying Officer

 **(TO BE FILLED BY THE CADRE CONTROLLING UNITS)**

**No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dated \_\_\_\_\_\_\_\_\_\_\_\_**

The above application form in respect of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ duly completed in all respects, is being forwarded to **Deputy General Manager(HR), 4th Floor, MTNL Corporate Office, Mahanagar Doorsanchar Sadan, 9, CGO Complex, Lodhi Road, New Delhi-110003**, after due verification of particulars, along with vigilance clearance.

 Dated \_\_\_\_\_\_\_\_\_\_ Signature : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Name : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Office/Deptt : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_