

# APPLICATION FORM

## APPLICATION FORM FOR CANDIDATES FROM CENTRAL PUBLIC SECTOR ENTERPRISES (CPSE) /CENTRAL GOVERNMENT (INCLUDING ARMED FORCES OF THE UNION/All INDIA SERVICES)/STATE PUBLIC SECTOR ENTERPRISES (SPSE) / PRIVATE SECTOR

For post of Director (Operations)

(Through Proper Channel, except candidates from the Private Sector)

Please refer to detailed advertisement for Job Descriptions, Eligibility and the Guidelines for processing on the website [www.dbtindia.gov.in](http://www.dbtindia.gov.in) , [www.birac.nic.in](http://www.birac.nic.in)

1. Name of the post applied for \_\_\_\_\_

2. (a) Applicant's Name (as per official records) \_\_\_\_\_

(b) Designation of the Applicant (in full) \_\_\_\_\_

(c) Name of the company \_\_\_\_\_

(d) Category as per Employment Status CPSE/ Central Government/

:-

Armed Forces of the Union/

(Please tick as applicable)

All India Services/SPSE/Private Sector

Paste recent  
passport size  
photograph

(e) Office Address: \_\_\_\_\_

(f) Address for communication \_\_\_\_\_

3. Telephone No: Office \_\_\_\_\_ Residence \_\_\_\_\_ Mobile No. \_\_\_\_\_

E-Mail id \_\_\_\_\_

4. Date of Birth (DD/MM/YY) \_\_\_\_\_ Age as on last date of receipt of application (Years/Months/Days) \_\_\_\_\_

### 5 (i) Educational/Professional Qualifications \*:

Sl. No.	Qualification	Name of Institution /organization	Period of Study		Tick the relevant			Tick the relevant			Self-Declaration Whether fulfils the eligibility qualification requirement (Yes / No)		
1	2	3	4		5			6			7		
			From	To	Part time	Full time	Correspondence	Degree	Diploma	Certificate	Mandatory	Desirable	Other

\* As per Degree/ Certificate issued by the respective Institution/Organization.

- (ii) Positions held during the last fifteen years, from the date of uploading the vacancy circular on the website. [www.dbtindia.gov.in](http://www.dbtindia.gov.in) and [www.birac.nic.in](http://www.birac.nic.in)

Sl. No.	Complete Designation & Place of posting *	Name of the Organization	Pay scale **	Period		Reporting Authority*	Self-Declaration Whether fulfils the mandatory experience requirement (Yes / No)		If yes, nature of duties in support of the declaration
1	2	3	4	5		6	7		8
				From	To		Yes	No	

\*As per specific office order issued by the CPSE/ Central Government/Armed Forces of the Union/All India Services/SPSE/Private Sector

\*\* Private Sector-CTC remuneration emoluments drawn.

NB: The positions should be indicated commencing with present / recent assignments, followed by assignments during last fifteen years.

Note: Please attach a write-up, **not exceeding 500 words or 3500 characters (including the full form of abbreviations)**, in support of your candidature, for reference at the time of interview.

6. (a) Do you hold lien in any organisation other than where currently working?

Yes	No
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If yes:

- a) Name of the organisation in which the lien is held :  
b) Date from which the lien is held :

(b) Are you on deputation?

Yes	No
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If yes :

- a) Name of parent organisation :  
b) Date from which on deputation :

7. (a) Whether any penalty/punishment has been awarded during the last 10 years.

Yes	No
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If yes, the details thereof

- i) Civil / Criminal                      ii) Departmental Inquiry

(b) Whether any civil or criminal action or inquiry is going on against the applicant as per his / her knowledge

If yes, the details thereof.

- i) Civil / Criminal                      ii) Departmental Inquiry

Yes	No
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I certify that the details furnished by me in Columns 1 to 7 above wherever applicable are true to the best of my knowledge & belief. In addition I further certify that I meet the eligibility criteria as prescribed in the advertisement for this post.

(Name & Signature of the Applicant)

**CENTRAL AND STATE PUBLIC SECTOR ENTERPRISES**

8. Year wise Audited Annual Turnover of the Company for 3 financial years preceding the calendar year in which the post has been advertised(e.g.: 2022-23, 2023-24 and 2024-25 for a post advertised in the calendar year 2025).

Company in which candidate is/was	Year	Annual Turnover of the Company (in Rupees Crores)	State whether CPSE* or SPSE

\*Please specify Schedule A or Schedule B as per DPE

(i) Please provide URL of company website & CIN (Corporate Identity Number) of the company

(a) URL ( Company Website Address) \_\_\_\_\_

(b) CIN (Corporate Identity Number)\_

(ii) I certify that I am

(a) Working at Board level position 

Yes	No
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If Yes, Please provide your DIN (Director Identification Number)\_

(b) Holding a post at the level immediately below Board level.

Yes	No
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I certify that the details furnished by me in Columns 1 to 8 above wherever applicable are true to the best of my knowledge. In addition I further certify that I meet the eligibility criteria as prescribed in the advertisement for this post.

(Name & Signature of the Applicant)

**PRIVATE SECTOR**

9. Year wise Audited Annual Turnover of the Company in which currently working for 3 financial years preceding the calendar year in which the post has been advertised (e.g.: 2022-23, 2023-24 and 2024-25 for a post advertised in the calendar year 2025)

Company in which candidate is/was serving	Year	Annual Turnover of the Company (in Rupees Crores)*

\*If Annual Turnover is in foreign currency, the exchange rate as on the date of uploading of vacancy advertisement on the website may be used.

- (i) Please provide URL of company website & CIN (Corporate Identity Number) of the company  
(a) URL ( Company Website Address) \_\_\_\_\_  
(b) CIN (Corporate Identity Number)\_\_\_\_\_

- (ii) The Company in which I am working is listed on the\_\_\_\_\_stock exchange.

Proof of listing may be accessed over\_\_\_\_\_ (please provide URL)

Yes	No
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I certify that the details furnished by me in Columns 1 to 9 wherever applicable are true to the best of my knowledge & belief. In addition, I further certify that I fulfill the eligibility criteria as prescribed in the advertisement for this post.

I ..... Son/Daughter of..... hereby certify that I have not been disqualified to act as a Director under Section 164 or any other relevant sections of the Indian Companies Act, 2013.

(Name & Signature of the Applicant)

### **UNDERTAKINGS (as applicable)**

#### **For candidates from Central Government/Armed Forces of the Union/All India Services**

I hereby undertake to join the post, if selected. I undertake that:

- (a) if I convey my unwillingness to join after the interview is held, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (b) Further, if I convey my unwillingness to join after the issue of offer of appointment, I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

(Name and Signature of the applicant)

Date:

#### **For candidates from CPSE**

I hereby undertake to join the post, if selected. I undertake that:

- (a) if I convey my unwillingness to join after the interview is held I would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I would be debarred for a period of two years from the date of offer of appointment for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

(Name and Signature of the applicant)

Date:

#### **For candidates from SPSE/ Private Sector**

I hereby undertake to join the post, if selected. I undertake that:

- (a) if I convey my unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview for being considered for a Board level post in any CPSE.
- (b) further, if I convey my unwillingness to join after the issue of offer of Appointment, I would be debarred for a period of two years from the date of offer of Appointment for being considered for a Board level post in any CPSE.

(Name and Signature of the applicant)

Date:

### **Verification**

**(To be filled in by the designated officer for CPSE/Central Government/Armed Forces of the Union/All India Services/SPSE)**

- a) It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.
- b) It is also certified that the Applicant is clear from Vigilance angle.

Signature & Designation  
of the Competent Authority  
with Telephone No.&  
Official Seal