**Annexure – 2**

**Application format**

1. **Name and Address of Applicant :Block Letters) :**
2. **Date of Birth :**
3. **Date of Entry into Govt. Service:**
4. **Date of Retirement under Central /State Govt. Rules :**
5. **Whether belongs to SC/ST/OBC/Others (Specify):**
6. **Educational Qualifications :**

**Educational Qualifications:**

|  |  |  |
| --- | --- | --- |
|  | **Qualifications Required** | **Qualifications Possessed** **by the Officer** |
| **Essential** | As per Annexure - 1 |  |

**7. Experience**

|  |  |  |
| --- | --- | --- |
|  | **Experience Required** | **Experience Possessed****by the Officer** |
| **Essential** | As per Annexure - 1 |  |

**Note :**

* 1. *The Ministry/Department is to provide their specific comments/views confirming whether the Qualifications and Experience prescribed for a Post are possessed by the Candidate.*
1. **Details of Employment in chronological order**

*(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *Office / Institution/ Organization* | *Post Held on Regular Basis* | *From* | *To* | *GOK pay scale & basic pay or GOI Pay level in the Pay Matrix of the Post held on Regular Basis* | *Nature of Duties highlighting experience required for the Post applied for* | *Temporary or Quasi Permanent* |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

*\*****Important:****. Only Pay Band level in the pay matrix of the post held on regular basis to be mentioned.*

*Details of ACP/MACP with present level in the pay matrix where such benefits have been drawn by the Officer may be indicated as below.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Office/Institutions** | **Basic Pay, Pay-Band/ Pay Matrix and Grade Pay/Level drawn under CP/MACP****Scheme** | **From** | **To** |
|  |  |  |  |

1. **In case the present employment is held on deputation, please state:**

|  |  |  |  |
| --- | --- | --- | --- |
| **The date of initial appointment** | **Period of****Appointment****on deputation**  | **Name of the present office / organization to which the applicant belongs** | **Name of the post and pay of the post held in substantive capacity in the present organization** |
|  |  |  |  |

***Note :***

1. *In case of officers already on deputation, the applications of such officers should be forwarded by the parent Cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.*
2. If any post held on deputation in the past by the applicant, date of return from the last deputation and other details may be indicated:
3. **Please explain the relevance of your experience & contribution in context of the experience required for the post being applied for.** (***Approx. 250 Words***)

*(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.)*

1. **Additional details about present employment:**

**Please state whether working under**

|  |  |
| --- | --- |
| 1. **Central Government**
 |  |
| 1. **State Government**
 |  |
| 1. **Autonomous Organization**
 |  |
| 1. **Public Sector Undertaking**
 |  |
| 1. **University/Training/Research Institution**
 |  |
| 1. **Others (Please Specify)**
 |  |

 *(Please indicate name of the Employer against the relevant column)*

1. **Total Emoluments per month being presently drawn i.e., Basic Pay, Grade Pay and Total Emoluments etc..:**
2. **Additional information, if any, which you would like to mention in support of your suitability for the post.**

**(The information here may include areas like additional academic qualifications; professional training; additional experience; Research Publications; Special Projects etc.; Awards/Scholarships/Official Appreciation/affiliation with professional bodies, any other specific achievements.}**

(*Enclose a separate sheet duly authenticated by your signature, if the space is insufficient*).

The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my candidature has been suppressed/withheld.

(Signature of the Candidate)

Address:

Date:

Email:

Mobile:

( In Letterhead)

**Certification by the Employer/Cadre Controlling Authority**

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

**Also Certified that;**

1. There is no vigilance or disciplinary case pending/contemplated against Shri/Smt………….
2. His /Her integrity is certified.
3. His/her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. Karnataka or above are enclosed.
4. No major/minor penalty has been imposed on him/her during the last 10 years or a list of major/minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

**(Employer/Cadre Controlling Authority sign with seal)**

**Annexure – III**

**General Terms and Conditions:**

1. The pay and other terms & conditions of the service of the officials selected on deputation will be governed by provisions laid down in the KCSR and KSCST service rules.
2. The selected candidate will be appointed on deputation basis initially for a period of two years which may be extended from time to time by the Competent Authority as per the rules, subject to review of the performance.
3. Interested candidates may send their applications through proper channel in the prescribed Performa **(Annexure – II)** along with attested copies of APAR’s/ACRs for the last five years on or before **06-06-2025 at 5.30** **PM**. Application received after the last date or without the CR dossiers or otherwise found incomplete will not be considered. While forwarding the applications, it may also be verified and certified that the particulars furnished by the officers are correct and no disciplinary proceedings are either pending or contemplated against him/her. The integrity of the officers may also be certified. It may also be confirmed that no major/minor penalty has been imposed on him/her during the last ten years.
4. The application shall be invariably routed through the present employer and accompanied by the prescribed certificates and other documents.
5. Advance Copy of the application shall not be entertained.
6. The applications once submitted shall not be allowed to be withdrawn later.
7. No TA/DA will be admissible for attending the interview.
8. The KSCST does not assume responsibility for postal or courier delays.
9. The KSCST reserves the right to cancel the recruitment process any time or not to fill up the post.
10. Canvassing in any form or influencing shall disqualify the candidature.
11. The applications, complete in all aspect, should reach the Secretary of the KSCST applications should submit in the form of **hard copies** only with all the requisite documents, not later than **5.30 PM on 06-06-2025**.
12. KSCST is not responsible for any postal/courier delay.